MINUTES
MEETING OF THE BOARD OF TRUSTEES
OF THE FRANKLIN LAKES PUBLIC LIBRARY
January 7, 2019
(Franklin Lakes Public Library)

Present: Bivona, Jennings, Leone (via phone), Luciano, McMahon, Ramsey, Riccobene, G. Strauss, Swist,
Absent: Penna, J. Strauss
By invitation: Parete

I –II. Call to Order
President Luciano called the meeting to order at 6:00 p.m. President Luciano read an announcement stating that, in accordance with the Open Public Meetings Act, adequate notice of the meeting has been given to the Suburban News, has been posted on the Library bulletin board and filed with the Franklin Lakes Municipal Clerk.

III. Roll Call
Roll Call was taken.

IV. President’s Announcements
Mayor Bivona administered the Oath of Office to Trustees Leone and Swist. Trustee Leone’s term will expire in 2021 and Trustee Swist’s term will expire in 2023. Trustee Penna will be sworn in at the January 28th meeting.

V. Public Comments
There were no public comments or public attendees.

VI. New Business
A. On behalf of the Nominating Committee, President Luciano presented the following slate of officers for 2019.

   President        Trustee Leone
   Vice President   Trustee Swist
   Treasurers       Trustees J. Strauss and Jennings
   Secretary        Trustee Riccobene

B. Via paper ballot, the above slate was voted and approved for the Officers of the Library Board of Trustees for calendar year 2019.

C. President Leone thanked Trustee Luciano for her service as Board President during 2018. He spoke briefly about the challenges and opportunities the Board faces in 2019.

D. The 2019 Committees were presented by President Leone:

   Finance - Mayor Bivona, Trustee Jennings (Co Chair), President Leone, Trustee J. Strauss (Co Chair)
Personnel - President Leone, Trustee Luciano (Chair), Vice President Swist

Policy - Trustee Jennings, Trustee Penna, Trustee Riccobene (Chair)

Building and Technology - Mayor Bivona, Trustee Riccobene, Trustee G. Strauss, Vice President Swist (Chair),

Nominating - Trustee Jennings (Chair), Trustee Luciano, J. Strauss

Liaison to the Friends of the Library - Trustee Riccobene

President Leone requested that each committee Chair prepare a list of 3-4 priorities for their respective committee to be completed before the February 2019 Board meeting.

E. Director McMahon officially read the following “Acknowledgements” into the minutes.

1. 2019 Certificate of Agreement with BCCLS - the Franklin Lakes Library is in compliance with all requirements of membership. The agreement was signed and will be submitted to the BCCLS Office.

2. Acknowledgement that the Borough of Franklin Lakes provides and the Library reimburses for the following services and/or includes the Library in its annual contracts for: health care benefits, liability and workman’s compensation insurance, PERS/NJDCRP contributions, QPA services and electrical work.

3. Acknowledgement of M&T Bank as the primary banking facility.

4. Acknowledgement of Capital One Bank as the payroll banking facility.

5. Acknowledgement of Garbarini & Co. as the Library’s auditor for the year 2018 finances.

6. Resolution 19-01 was unanimously approved and signed documenting the 2019 Officers for Capital One bank.

F. It was noted that the Finance Committee and the Personnel Committee must meet before the January 28, 2019 Board meeting. All Board members were informed that the 2018 Audit will take place on Saturday January 12, 2019.

G. The next Union negotiation session will take place on Thursday January 10, 2019.

H. Director McMahon explained how all the Library building locks need to be rekeyed due to the loss of a master key by the cleaning company.

I. The new inner doors have been installed and the new book drop has been ordered.

XV. Adjournment. A motion was unanimously approved to adjourn the meeting at 6:40 PM.

Respectfully Submitted,

Louise Riccobene, Secretary