

Minutes of the Long Hill Township Public Library  
Board of Trustees Meeting  
**June 17, 2009**

By pre-arrangement, the Regular Meeting of the Board of Trustees of the Long Hill Township Public Library was called to order at 7:32 PM on June 17, 2009 by Trustee Oster. Ms. Oster read from the By-Laws concerning the absence of the President, and called for the election of an acting Chair for the meeting. Mr. Sandow nominated Ms. Oster. Seconded by Ms. Dellureficio. Approved unanimously.

Acting Chair Oster read the Sunshine Law statements.

The following Trustees were present:

Diane Dellureficio  
Kathy Larkin  
Stephen Napholtz  
Ann Oster  
Angela Petrilli (Superintendent of Schools' Representative)  
Dennis Sandow

Absent

Ingrid Casella  
Phyllis Clemson  
Michael Fragnito (Mayor's Representative)

### **Old Business**

Acting Chair Oster introduced Nancy Adamczyk, the President of the M.A.I.N. Planning Council and Diane O'Brien who chairs M.A.I.N.'s Agreement Committee. They were present at the invitation of President Clemson, to discuss the concerns expressed in the Long Hill Library's letter of April 20.

The guests explained the benefits to local libraries of membership in M.A.I.N. They were asked to address specific issues raised in the Long Hill Library's letter of April 20. They reviewed the need for revising the Agreement periodically, and made their case for the Trustees to place all their interface with M.A.I.N. in the hands of the Director. There was specific questioning about some of the issues by Trustees.

Ms Dellureficio moved that the Long Hill Board of Trustees adopt the Agreement, and execute a signed copy. Seconded by Ms. Petrilli.

Mr. Sandow moved that discussion be tabled until the guests had departed. Seconded by Ms. Larkin. Acting Chair Oster declared that the motion was adopted by consensus.

Acting Chair Oster thanked the guests for taking the time to travel to our meeting, and for their presentation. The guests departed.

Mr. Sandow moved to amend the motion on the floor to state that adoption of the M.A.I.N. Agreement would be deferred until the Trustees could get legal counsel concerning the Agreement itself, and our comments as adopted at the April meeting. Seconded by Ms. Larkin.

The Trustees discussed the motion and the amendment.

Acting Chair Oster then called for a vote on the amendment to defer to counsel.

Ayes: Larkin, Napholtz, Sandow

Nays: Dellureficio, Oster, Petrilli

The amendment failed.

Acting Chair Oster then called for a vote on the motion to adopt the Agreement.

Ayes: Dellureficio, Oster, Petrilli

Nays: Larkin, Napholtz, Sandow

The motion failed.

Mr. Sandow offered to identify a local attorney from the NJLA list who might be available for counsel in this matter. Ms. Dellureficio stated that the attorney should be present at a Trustees meeting to present his advice. No one chose to pursue this discussion.

### **Regular agenda** (resumed)

The Secretary advised the Trustees that the draft minutes of the May 20, 2009 meeting in the agenda package were incomplete, and requested that the Trustees take no action to adopt them until they can be resubmitted for consideration at the July 15 meeting.

The Director presented the **Director's June Report** (attached). There was incidental discussion of the items in the report. Ms. Larkin moved to accept the Director's Report. Seconded by Mr. Napholtz. Approved unanimously.

Acting Chair Oster then gave the **President's Report**.

- President Clemson asks that the Secretary send letters of thanks to Ms. Adamczyk and Ms. O'Brien and copy the President on this correspondence.
- The Friends of the Library will sponsor the Summer Reading program kickoff, to include breakfast snacks, face painting, storytelling and a juggler.
- Director Martin will represent the Friends at the Central School graduation, and present the Friend's award to the third highest academic achiever among the graduates.

## **Committee Reports**

Building and Grounds - The Weiss alarm system has been installed, as approved in May.

By-Laws Revision - Nothing to report

Director's Evaluation - Members are individually evaluating and critiquing job descriptions from other libraries.

## Finance

- Ms Larkin reported that she talked to the auditors, and resolved minor discrepancies in numbers and language. The final report will be "close enough" to the comments discussed by Trustees at the May meeting, and submitted to her by Trustees.
- The final audit report has been received and copies are available to Trustees from the Director
- All CDs have been rolled over as approved at the May meeting.
- The Finance Committee will be reviewing the Finance section of the Administrative Policy Manual to fine tune it, including adding the fact that we require an "Engagement Letter" from the auditor.

## **New Business**

- Mr. Sandow reported highlights of the NJLA fundraising seminar he had attended. He summarized some steps he intends to take to prepare a proposal to the Trustees concerning the creation of a Foundation (or equivalent) focused on long-term alternate revenue sources.
- Ms Dellureficio reported that the Morris Teachers PRIDE Committee has obtained a supply of museum passes and has made them available for free distribution to patrons of the Long Hill Library. A press release will be prepared.

## **Treasurers Report**

The Treasurer introduced the Bill List, YTD Disbursements report, Librarian's Discretionary & Petty Cash, and the YTD Receipts report. These were discussed and approved in a single motion by Mr. Napholtz, seconded by Ms. Oster and approved unanimously.

There were no members of the public present, so the **public comments** portion of the meeting was omitted.

On motion of Mr. Napholtz, seconded by Ms. Larkin, and approved unanimously, the regular meeting adjourned at 9:56 PM.

Dennis Sandow  
Secretary