

**Wyckoff Public Library
Board of Trustees Meeting Minutes
October 13, 2010**

The meeting was called to order at 7:30 by Henk Shotmeyer.

Board Members Present:

Henk Shotmeyer, Alma Mader, Lauren DeKorte, Lori Peters, Vince Antonacci, Harold Galenkamp, Brian Scanlan, Rudy Boonstra and Tony Donato

Also Present:

Marilyn Force, Chris Romney, Karen Kliemann, Rob Landel, Bob Shannon and Jerry Getting

The **Open Public Meeting Act** was read.

Speaker:

Jerry Getting stated that the government supports the intent of legislation clarifying that libraries can return funds, subject to state approval, at any time. Mr. Getting stated that he has plans for an addition that re-enhances the main part of the library. He stated that the Library Board's architect indicated that the cost of Mr. Getting's plans is \$1,972,000. Mr. Getting said that it is imperative for the Board to consider his proposal, and to return any excess funds to the town.

Secretary's Report:

- a. A motion was made to eliminate the "Speaker" section from the September 15, 2010 minutes. (Galenkamp/Mader).
- b. A motion was made to approve the September 2010 meeting subject to a correction of item "d" of the Construction Project section, and the change mentioned in item "a" above. (Mader/Galenkamp)

Treasurer's Report:

- a. The treasurer's report for September 2010 was reviewed and approved. (Galenkamp/Donato)

Voucher List:

- a. The voucher list for October of 26 items totaling \$97,880.10 along with salaries for September of \$49,401.77 for a combined total of \$147,281.87 was reviewed and approved. (Galenkamp/Antonacci)

Director's Report:

- a. Marilyn Force provided the Director's report in Judy's absence. It was announced that Judy resigned due to illness.
- b. The status of the website was discussed. It is Marilyn's belief that the website could "go live" this month.
- c. A motion was approved to extend the opportunity to receive a flu shot to Library employees at the Library's cost. (Mader/Peters)
- d. The Library received information regarding "Brain Storm", a tutoring company. Lauren will provide Grace with the information and ask for her comments.

Construction Project:

- a. The Building Department was told, at the instruction of the Township Committee, that a building permit could not be issued to the Library.
- b. Unimak Construction Company sent a letter to the Library indicating that if we don't proceed with the construction project in a timely manner that they will sue the Library.

- c. A discussion was held regarding temporary space during the construction. Trailers were considered as a last resort.
- d. Bob Shannon, Municipal Administrator, provided the following comments in the spirit of assistance:
 - 1. He was charged by the governing body to provide assistance to the Library Board
 - 2. He has offered to provide assistance in the past but has been told it was not needed
 - 3. He has asked numerous times for copies of certain resolutions, contracts and certificates of insurance
 - 4. He has reviewed two certificates of insurance and found them to be unsatisfactory. He recommended that these be reviewed by a risk advisor.
 - 5. Rudy Boonstra and Brian Scanlan told Bob that they are concerned with the Library Board's communication and preparation for action
 - 6. He cited a meeting which was held between some members of the Township Committee and some members of the Library Board where project structure was discussed.
 - 7. He discussed a monitoring committee consisting of himself, the township engineer, the building inspector and the zoning enforcement officer which would provide assistance to the Library Board and act as another set of eyes during the construction project.
- e. Henk stated that the monitoring team would be welcome in his opinion. He made a motion to accept the assistance of the monitoring team. Lori suggested that the mission and responsibilities of the team be clearly outlined. A discussion followed regarding who will be the liaison between the monitoring team and the Library Board. It was agreed that the Board President would serve as the liaison. The motion to accept the monitoring team was accepted. (Antonacci/Mader).

A motion was made to go into a closed session to discuss personnel and legal matters.
(Mader/Donato)

CLOSED SESSION

A motion was made to come out of closed session. (Antonacci/Donato)

A motion was made to accept the resignation of Judy Schmitt. (Mader/Donato)

A motion was made to appoint Marilyn Force as acting Director of the Library. (Mader/Antonacci)

Henk Shotmeyer adjourned the meeting at 10:30 PM.