

METUCHEN PUBLIC LIBRARY

Board of Trustees Meeting –

The meeting was called to order by President Elizabeth Waldron at 7:07 pm in accordance with the Open Public Meetings Act. Also present were Peter Cammarano, Borough Council Member, Bernard Ackerman, Patricia Glave, Ellen Greenberg, Marian O’Connell, Trustees, and Alisa Stephens from the Friends of the the Metuchen Library. Ms. Greenberg offered to take the minutes in the absence of the secretary.

The minutes from the April meeting were distributed and the acceptance of the minutes from the April meeting were accepted unanimously.

New agenda items discussed:

1. Ms. Waldron proposed that Melody Kokola, Library Director speak to the town administrator about the opening and closing of the library during extreme weather situations. Ms. Kokola to report on a policy for extreme weather.
2. Discussion of Sunday overtime reviewed.
3. Discussion of the library’s catalog of materials.
4. Ms. Greenberg and Ms. Glave signed “Oath of Office” document for seat on the Board of Trustees for Metuchen Public Library. Documents were handed to Ms. Waldron.
5. Ms. Waldron proposed expanding the Board of Trustees by two seats from a group of five to seven. Ms. Waldron and Mr. Cammarano to follow up on the next steps needed to make this increase. The proposal of two additional people to the board was accepted unanimously.

6. Ms. Waldron discussed the delay in getting paperwork to auditors as unacceptable. A discussion followed for the creation of a calendar of events to keep track of deadlines and events.

7. Mr. Cammarano and Ms. Waldron discussed the need for the Board of Trustees to follow the process of the Open the Open Meetings Act.

After reviewing the financial report, voucher and check lists, Ms. Greenberg moved and Mr. Ackerman seconded the motion to pay all invoices as presented; the motion passed unanimously.

Ms. Waldron read Ms. Kokolas's director's report.

Ms. Stephens reported on activities of the Friends including applying for a grant for iPads for the library.

The meeting adjourned.

The next meeting will be held on Tuesday, June 12, 2012 at 7:00 p.m.