

SPECIAL BOARD OF TRUSTEES MEETING HELD NOVEMBER 25, 2015

Members Present: Daniel Lombardo, Michelle Mattei

Members Absent: None

Others Present: Gretchen Bell - Library Director
Marta Russell – Board Clerk
Joseph Modafferi – Library Accountant
Howard Heffler – Library Treasurer
Sheila O’Brien

AGENDA

- Pledge of Allegiance
- A.** Roll Call - Approval of Minutes
- B.** Public Forum
- C.** Approval of Warrants
- D.** Personnel
- E.** New Business
- F.** Public Forum
- Adjourn

The Board recited the Pledge of Allegiance.

At this time, Sheila O’Brien was sworn in as trustee of the Nanuet Public Library Board of Trustees and assumed her seat. Mrs. O’Brien was sworn in with the approval of the New York State Department of Education.

The meeting was called to order at 8:10 PM, by the Board Vice-President Daniel Lombardo.

A. Roll Call

Mr. Lombardo announced that the Board had received letters of resignation from two sitting members of the Board.

The Board accepted the following resignation on motion by Michelle Mattei, seconded by Sheila O’Brien:

RESOLVED, That the Nanuet Library Board of Trustees accepts the resignation of Brian Booth, effective November 25, 2015.

Ayes: 3 Noes: 0 Motion approved

The Board accepted the following resignation on motion by Sheila O’Brien, seconded by Michelle Mattei:

RESOLVED, That the Nanuet Library Board of Trustees accepts the resignation of Timothy Donnelly, effective November 25, 2015.

Ayes: 3 Noes: 0 Motion approved

B. Public Forum

Disclaimer: Public Forum is an opportunity for the public to make statements to the Nanuet Library Board of Trustees. Statements are not made to other members of the public. The Board does not routinely comment on personnel issues in public. It is the Board's strong recommendation that any criticisms or compliments concerning personnel be made in writing and not presented at the open forum. Comments made in writing allow the Board to review the comments in detail and to ask the Director to review the comments and take action if necessary.

There were no members of the public present.

C. Approval of Warrants

Warrant #5 dated November 15, 2015 was approved on motion by Sheila O'Brien, seconded by Michelle Mattei.

Ayes: 3 Noes: 0 Motion carried

D. Personnel

RESOLVED, That the Nanuet Library Board of Trustees accepts the resignation of Juliette Barry - Page, effective September 28, 2015.

Ayes: 3 Noes: 0 Motion carried

The Board accepted the following hiring on motion by Michelle Mattei, seconded by Sheila O'Brien,

RESOLVED, That the Nanuet Library Board of Trustees approves the hiring of Paola Rodriguez - Page, effective October 2, 2015.

Ayes: 3 Noes: 0 Motion carried

The Board accepted the following on motion by Sheila O'Brien, seconded by Michelle Mattei:

RESOLVED, That the Nanuet Library Board of Trustees approves the hiring of Angela Krajcar – Librarian 1, effective November 30, 2015.

Ayes: 3 Noes: 0 Motion carried

Ms. Mattei inquired the number of positions open at the library at this time. Mrs. Bell responded that there are two (2) librarian positions open. These positions are unfunded at this time.

The other position still open is the less-than full time clerical position for which we have still to complete a job description. It will be in the graphics area. Ms. Mattei asked when the job description would be completed and sent to the Board. Mrs. Bell said it would be submitted to the Board at the next meeting.

Ms. Mattei asked Mrs. Bell send the new job description to the Board prior to the next meeting so the Board can be prepared to discuss the specs at the meeting.

Program Pre-Approval: The following resolution was approved on motion by Michelle Mattei, seconded by Sheila O'Brien:

RESOLVED, That the Nanuet Public Library Board of Trustees pre-approves the payments for children’s and adult programs in the amount of one thousand six hundred five dollars(\$1605). Payments to be made after completion of service.

Ayes: 3 Noes: 0 Motion carried

At this time, 8:35 PM, the Board recessed into Executive Session to discuss a negotiations matter on motion by Sheila O’Brien, seconded by Michelle Mattei.

Ayes: 3 Noes: 0 Motion carried

The Board reconvened into Public Session at 8:50 PM, on motion by Sheila O’Brien, seconded by Michelle Mattei.

Ayes: 3 Noes: 0 Motion carried

Negotiations: The Board approved the response to the Library Association demands as presented by Mr. Modafferi, on motion by Sheila O’Brien, seconded by Michelle Mattei.

Ayes: 3 Noes: 0 Motion carried

E. New Business:

Establish New Regular Meeting Schedule: In view of the changes in the makeup of the Board, the Board discussed changing the time and day of the regular meetings to fit the members’ schedules.

The Board approved the following resolution on motion by Sheila O’Brien, seconded by Michelle Mattei:

RESOLVED, That the Nanuet Library Board of Trustees make the following amendment to the Reorganization Chart for the 2015-16 year:

8: Designation of Meeting Date – 4th Saturday of each month at 10:00 AM at the Nanuet Public Library.

Ayes: 3 Noes: 0 Motion carried

The next regular meeting of the Nanuet Library Board of Trustees will be held on Saturday, December 26, 2015 at 10:00 AM.

The following category was added to the agenda at the request of Mrs. Bell.

Old Business:

Pot Holes: We have received three (3) additional estimates for the repairing of the parking lot and after a discussion; the Board approved the following resolution on motion by Michelle Mattei, seconded by Sheila O’Brien:

RESOLVED, That the Nanuet Public Library Board of Trustees approves contracting with Reliable Paving NY to repair the parking lot at a cost of three thousand five hundred dollars (\$3500).

Ayes: 3

Noes: 0

Motion carried

Ms. Mattei asked Mrs. Bell what stage we were at with the renovation of the bathrooms, Mrs. Bell advised that Greenbush, the contractor, is ordering and storing the necessary parts, but has not set a start date for the project as yet, but she will contact them to get a date.

No other business appearing, the Board adjourned the meeting at 9:15 PM, on motion by Michelle Mattei, seconded by Sheila O'Brien.

Ayes: 3

Noes: 0

Motion carried

Respectfully submitted,

Marta Russell

Clerk to the Board

NANUET PUBLIC LIBRARY

BOARD OF TRUSTEES

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