

MINUTES OF THE BOARD OF TRUSTEES OF THE TOWNSHIP OF NEPTUNE

NOVEMBER 19, 2013

CALL TO ORDER

Teretha Jones called the meeting to order at 5:07 pm.

ROLL CALL

The following were in attendance: Maureen Pampaloni – Meghan Plevier – Claudia Mooij – Mike Palermo – Connie King – Teretha Jones – Madeline King. John Bonney Senior Librarian, Marian Bauman Director and Deborah Mayhue Secretary were also in attendance.

APPROVAL OF MINUTES

Meghan Plevier made the motion to accept the minutes of the October 15, 2013 meeting. Mike Palermo seconded the motion. Motion passed.

TREASURER'S REPORT

Mike Palermo read the report. A discussion was held on a request from NJLA for our library to become an institutional member for \$240 per year. After the discussion, the Board declined since we are already paying for professional staff membership .

Year-to-date total for collections is four thousand twenty five dollars and seventy six cents.

Five thousand and six dollars have been rolled back into the accounts from closing purchase orders.

The Storytellers group that met last Saturday, November 9th took up a collection and donated the funds of sixty eight dollars to the library. Maureen Pampaloni made the motion to accept the report. Meghan Plevier seconded. Motion passed.

COMMITTEE REPORTS

Personnel: the committee met on Thursday, October 24th. Discussion was had on keeping Deborah Mayhue on as Board Secretary , changing probation period from 3 to 6 months and promoting John Bonney to assistant Director.

Budget: no report

Building: no report

Policies: The general employment policies in the packet for today are just for perusal. No discussion or vote will be held.

Outreach: John met with the NJ Orators group. Their focus was on poetry after which John provided one- on- one sessions to any student who wanted it.

OLD BUSINESS

The Friends have agreed to donate \$500 toward the Ocean Grove Times newspaper index.

NEW BUSINESS

Resolution#R13-13: Adopt the holiday schedule for 2014. Mike Palermo made the motion. Madeline King seconded. Motion passed.

Resolution#R-14-13: Food for Fines and Angel Tree Gift Cards. All monies collected the week of December 2 – December 7 will be used for the library Adopt-a-Family program. Mike Palermo made the motion . Meghan Plevier seconded. Motion passed.

Resolution#R15-13: Hiring Amanda Lemay. Hiring Amanda Lemay effective November 4th, 2013 in a part-time capacity for up to 25 hours per week at a rate of \$15.94 per hour. This position does not include benefits. Mike Palermo made the motion. Maureen Pampaloni seconded. Motion passed.

Resolution#R16-13: Promoting John Bonney to Assistant Director. This will be effective January 1, 2014 at an annual salary of \$62,500. Mike Palermo made the motion. Connie King seconded. Motion passed.

Resolution#R17-13: Salaries for 2014. Mike Palermo made the motion to approve the salaries for 2014. Connie King seconded the motion. Motion passed.

Resoluton#R18-13: Approve Trustee Budget for 2014. Mike Palermo made the motion to approve the budget for 2014. Maureen Pampaloni seconded. Motion passed.

Marian stated to the Board that a personal day exception was issued to a staff member due to a long flight that arrived the night before. The personnel manual states that you cannot add personal time on to vacation time but the time was granted because of the lateness of the hour. Mike Palermo made the motion to accept the exception. Connie King seconded the motion. Motion passed.

The high school fundraiser allowed the library to pick up two yearbooks that we were missing at twenty five cents each.

A discussion was held on a company called Timeless Treasures. This company will digitize material for patron and put it on a DVD. Ocean Grove Historical Society, Asbury Park Library, Neptune Library Bradley Beach Historical Society, Bradley Beach Friends, Bradley Beach Library and Avon Library will advertise this venture and receive 20% of the profits as hosting sites. Neptune Library will be hosting in March. Ocean Grove will be hosting in July. The Board had questions which will be answered at the next meeting.

Staff evaluations have been started. Marian and John are in the process of coming up with goals for the staff.

John attended the Future Leadership Academy seminar on November 17th and 18th at Rutgers University. He stated that it was a very energizing experience. He learned so many new things and he is ready to bring them to the table.

A recommendation from the policy committee to change probation from 3 months to 6 months was on the table. Mike Palermo made the motion to change the policy. Madeline King seconded the motion. Motion passed.

TRUSTEE COMMENTS

Meghan Plevier: The window looks great. Her son loves the little soldiers.

Teretha Jones: A thank you from her son Malcolm, for the card he received from Mike Palermo.

ADJOURNMENT

Mike Palermo made the motion to adjourn. Meghan Plevier seconded the motion. Motion passed.