

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY
OLD BRIDGE, NEW JERSEY
JANUARY 12, 2022**

Present:	Kevin Borsilli	President
	Joan George	Vice President
	Annette Kwiecinski	Secretary
	Frank Weber	Trustee
	Zainab Syed	Trustee
	Denise Rovitti	Trustee
	Sam Rizzo	Mayor's Alternate
	Rocco Celentano	Supt. Of Schools' Alternate
	Alan Kornblau	Library Director
	Linda Reynolds	Executive Assistant for Personnel

Guests: Library Attorney Christopher Parton
Several Library Staff Members
Four Members of the Public

Library Attorney Christopher Parton called the meeting to order at 7:00 p.m. and announced the meeting has been advertised in accordance with the Open Public Meetings Act, and is publicly accessible in accordance with the Open Public Meetings Act and the Department of Community Affairs Local Finance Notice 2020-21.

Swearing in of Board Members

Library Attorney Christopher Parton swore in Board Members Sam Rizzo, Denise Rovitti and Frank Weber.

Reorganization

Library Attorney Christopher Parton conducted the election for office of President.

Nominations for Office of President

Rocco Celentano nominated Kevin Borsilli for President.

Joan George nominated Frank Weber for President.

Mr. Parton stated a vote is held for Mr. Borsilli first. The first nominee to receive five votes obtains the Presidency.

Vote for Mr. Borsilli: **Vote Yes:** Kevin Borsilli, Rocco Celentano, Denise Rovitti, Sam Rizzo, Zainab Syed **Vote No:** Joan George, Annette Kwiecinski, Frank Weber

The office of President goes to Kevin Borsilli.

The Attorney turned the meeting over to Board President Kevin Borsilli to conduct the remaining elections.

Nominations for Office of Vice President

Frank Weber nominated Joan George for Vice President. There were no other nominations.

Vote Yes: Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Denise Rovitti, Sam Rizzo, Zainab Syed, Frank Weber

Nominations for Office of Treasurer

Zainab Syed nominated Maria Nowak for Treasurer. There were no other nominations.

Vote Yes: Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Denise Rovitti, Sam Rizzo, Zainab Syed, Frank Weber

Nominations for Office of Secretary

Joan George nominated Annette Kwiecinski for Secretary. There were no other nominations.

Vote Yes: Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Minutes

Motion: made by Rocco Celentano seconded by Annette Kwiecinski, to approve the December 8, 2021 Regular Board Meeting Minutes. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Zainab Syed and Frank Weber. Denise Rovitti abstained.

Motion: made by Rocco Celentano, seconded by Annette Kwiecinski, to approve the December 8, 2021 Executive Session Board Meeting Minutes. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Zainab Syed and Frank Weber. Denise Rovitti abstained.

Personnel

Motion: made by Joan George, seconded by Annette Kwiecinski to table items A and B until the Personnel Committee reviews the situation and comes up with a recommendation. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Denise Rovitti, Zainab Syed and Frank Weber.

The Attorney announced the employment agreements for the Executive Assistant for Personnel and the Executive Assistant for Finance were sent to all Board Members for review. Mr. Parton stated both agreements are largely the same as last year with one minor change on the Holiday List. Both agreements include a 2% salary increase.

Motion: made by Joan George, seconded by Frank Weber to approve the 2022 employment agreement between the Old Bridge Public Library and the Executive Assistant for Personnel Linda Reynolds. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Denise Rovitti, Zainab Syed and Frank Weber.

Motion: made by Joan George, seconded by Annette Kwiecinski to approve the 2022 employment agreement between the Old Bridge Public Library and the Executive Assistant for Finance Irene Maag. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Denise Rovitti, Zainab Syed and Frank Weber.

Finance

Dr. George stated she reviewed the bills in absence of the Treasurer and noted everything was in order.

Motion: made by Rocco Celentano, seconded by Annette Kwiecinski to approve the January 12, 2022 Bill Listing in the amount of \$203,296.49. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo, Denise Rovitti, Zainab Syed and Frank Weber.

Old Business

Library Programming Update

Mr. Kornblau updated the Board on the Library's programs. Mr. Kornblau stated virtual programs are continuing.

Update on Outreach Survey Ad-hoc Committee

Dr. George stated she sent a sample survey to the Director. Mr. Borsilli stated he will appoint a committee.

Bylaws

Mr. Kornblau announced the Bylaws have been posted on the Library's Website. Mr. Kornblau will have the old Bylaws removed and keep the new approved Bylaws posted on the Library's website.

Operational Audit

Dr. George stated an Operational Audit was completed in 2018. Borsilli stated he will reach out to Dr. George for further discussion.

File of Notable Students

Mr. Kornblau gave an update on the list of former Old Bridge Students.

New Business

Electronic Procurement Card (P-Card) Policy

Mr. Kornblau explained the Procurement Card and the type of purchases it can be used for as well as the limits.

Motion: made by Frank Weber, seconded by Sam Rizzo to approve the Electronic Procurement Card and Policy. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Annette Kwiecinski, Denise Rovitti, Sam Rizzo, Zainab Syed and Frank Weber.

Mask Resolution

Mr. Kornblau went over the Mask Resolution and other libraries mask requirements. The Resolution would require members of the public ages two years and older to wear a mask. There was a brief discussion.

Motion: made by Frank Weber, seconded by Zainab Syed to approve the Mask Resolution.

Vote Yes: Rocco Celentano, Annette Kwiecinski, Sam Rizzo, Zainab Syed

Vote No: Kevin Borsilli, Joan George, Denise Rovitti, Frank Weber

Motion did not pass.

The Director stated he will come up with alternatives for the Board to consider.

Directors Report

Municipal Allocation

Mr. Kornblau announced the Library received a 5.175% increase to the municipal allocation for 2022.

Supervisor of Information Technology Services

Mr. Kornblau announced interviews have been completed for the position of Supervisor of Technology Services. Mr. Kornblau stated he will have a recommendation for the Personnel Committee.

New Jersey Health Connect

Mr. Kornblau announced the New Jersey Health Connect iPads will be delivered next month.

Library Restrooms

Mr. Kornblau announced all Library restrooms are in service.

Board Member

Mr. Kornblau welcomed Denise Rovitti to the Library Board.

Statistics

There was a brief discussion regarding statistics and promoting library services.

Newsletter

There was a discussion on bringing back the Monthly Newsletter.

Committee Reports

Buildings & Grounds

No report.

Finance

No report.

Outreach/Marketing

No report.

Personnel/Negotiations

The Attorney gave an update on union negotiations.

Policy

No report.

Technology

Mr. Borsilli stated once a hire is made for Supervisor of Information Technology he would like to have a meeting.

Board Comments

Mr. Borsilli thanked the Board Members for giving him the opportunity to serve as Board President. Mr. Borsilli welcomed Denise Rovitti to the Board.

Mr. Borsilli also thanked outgoing Board President Barbara Cannon for all her years of serving on the Library Board and said the Library is a better place because of her efforts.

Board Committees

Mr. Borsilli stated he will reach out to Board Members to find out which committees members would like to serve on.

Adjournment

Motion: made by Joan George, seconded by Rocco Celentano to adjourn the meeting at 8:19 p.m. All in favor.

Respectfully submitted,

Annette Kwiecinski, Secretary
Library Board of Trustees
Date Approved: February 9, 2022
Transcribed from tape by Linda Reynolds
Reviewed by: Annette Kwiecinski