

**MINUTES OF THE MEETING OF  
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY  
OLD BRIDGE, NEW JERSEY  
APRIL 10, 2024**

<b>Present:</b>	Kevin Borsilli	President
	Sara Marino	Vice President
	Rosemarie Rivoli	Secretary
	Joan George	Trustee
	Frank Weber	Trustee
	Martha Tropeano	Mayor's Alternate
	Rocco Celentano	Supt. Of Schools' Alternate
	Christopher Parton	Attorney
	Dawn Jenkin	Library Director
	Linda Reynolds	Executive Assistant for Personnel
<b>Absent:</b>	Maria Nowak	Treasurer
	Zainab Syed	Trustee
<b>Guests:</b>	Friends of the Library President Gary Johnson Several members of the public	

The President called the meeting to order at 7:10 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 is publicly accessible in accordance with law.

**Executive Session**

**Motion:** made by Sara Marino, seconded by Rocco Celentano to go into executive session at 7:13 pm. All in favor.

The Board came out of executive session at 7:17 pm. Action taken listed as item C under personnel.

**Regular Minutes**

**Motion:** made by Sara Marino, seconded by Rosemarie Rivoli, to approve the March 13, 2024 Regular Board Meeting Minutes. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli, Joan George and Martha Tropeano. Frank Weber abstained.

**Executive Minutes**

**Motion:** made by Sara Marino, seconded by Rosemarie Rivoli, to approve the March 13, 2024 Executive Session Minutes. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli, Joan George and Martha Tropeano. Frank Weber abstained.

## **Personnel**

**Motion:** made by Rocco Celentano, seconded by Sara Marino, to accept the resignation of Library Assistant, Passport Acceptance Agent Judith Maniaci effective March 21, 2024. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Sara Marino, Rosemarie Rivoli, Martha Tropeano and Frank Weber.

**Motion:** made by Sara Marino, seconded by Martha Tropeano to accept the resignation of Librarian (Teen) Lauren Parnagian effective April 10, 2024. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli and Martha Tropeano. Joan George and Frank Weber abstained.

**Motion:** made by Sara Marino, seconded by Martha Tropeano to approve the appointment of Lauren Parnagian, Branch Services Manager at an annual salary of \$72,253.00, effective April 11, 2024. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli and Martha Tropeano. Joan George and Frank Weber abstained.

**Motion:** made by Sara Marino, seconded by Rocco Celentano to approve the job description for Coordinator of Strategy and Communication. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli and Martha Tropeano. **Vote No:** Joan George **Abstained:** Frank Weber

**Motion:** made by Sara Marino, seconded by Martha Tropeano to acknowledge and approve the reprimand and three-day suspension of Employee #1450, March 26 through March 28, 2024. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Sara Marino, Rosemarie Rivoli, Martha Tropeano and Frank Weber.

## **Finance**

### **Bill Listing**

**Motion:** made by Kevin Borsilli, seconded by Sara Marino, to approve the April 10, 2024 bill listing in the amount of **\$245,961.95**. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Sara Marino, Rosemarie Rivoli, Martha Tropeano and Frank Weber. Joan George abstained.

## **Old Business**

### **Friends of the Library Introduction**

Mr. Borsilli introduced the President of the Friends of the Library, Gary Johnson. Mr. Johnson stated he is looking forward to working with the Library and holding fundraisers. Board Members thanked Mr. Johnson for his efforts.

### **PMC (Keyless Entry Contractor) Q&A**

Brett Bertiger from PMC explained the keyless entry system. Mr. Bertiger answered Board Members questions. Mr. Bertiger will submit two more estimates to the Director.

## **New Business**

### **Bank Accounts – Interest Rates**

Dr. George stated the current interest rates for all of the libraries bank accounts were included in the board packet. It was asked who was in charge of reviewing interest rates of bank accounts. The executive assistant reports the numbers and the Director is in charge of overseeing the accounts. Dr. George said the interest rates may be negotiable.

### **Director's Report**

#### **Statistics**

Mr. Weber asked if the statistics will be included in the monthly director's report. Ms. Jenkin stated it was discussed statistics would be reported on a quarterly basis.

#### **Personnel**

Dr. George said under Human Resources of the Directors report, states personnel issues will be updated by the personnel committee. There was a brief discussion regarding the role of committees.

#### **Solar Eclipse**

Ms. Jenkin reported the day of the Solar Eclipse the Library received hundreds of phone calls for eclipse glasses. Ms. Jenkin stated New 12 New Jersey reported on the Library's Solar Eclipse event. Ms. Jenkin stated there were about 80 attendees.

#### **Middlesex County Commissioners**

Ms. Jenkin announced Middlesex County Commissioners approved a proclamation in support of libraries for national library week.

#### **Committee Reports**

#### **Buildings & Grounds**

There was a discussion about providing library services to South Old Bridge. Dr. George stated they need to find out what the residents want in South Old Bridge.

#### **Finance**

No report.

#### **Outreach/Marketing**

No report.

## **Personnel and Negotiations**

Mrs. Marino gave an update on the approved position for Coordinator of Strategy and Communications. Mrs. Marino announced the Director has received her evaluation.

## **Policy**

No report.

## **Technology**

Ms. Jenkin announced she forwarded information to the Technology Committee and is hoping for a meeting in the next month as there are matters that need attention. There was a discussion regarding staff and public computers that need replacement. Ms. Jenkin explained LMxAC has done a group purchase, which would save the library \$157 per computer. Ms. Jenkin stated the total needed is 39. Ms. Jenkin explained the order needs to be placed by April 24<sup>th</sup>. Ms. Jenkin suggested purchasing 15 computers now and purchase another 15 next year.

**Motion:** made by Sara Marino, seconded by Rosemarie Rivoli to authorize the purchase of computers up to \$17,500.00. **Vote Yes:** Kevin Borsilli, Rocco Celentano, Joan George, Sara Marino, Rosemarie Rivoli and Martha Tropeano. Frank Weber abstained.

## **Public Comments**

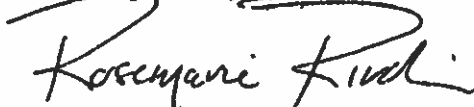
A member of the public made comments about the Library. The Board thanked him for his comments.

Gary Johnson of the Friends of the Library made comments to the Board regarding the discussion of keyless entry. The Board thanked Mr. Johnson for his comments.

## **Adjournment**

**Motion:** made by Rocco Celentano, seconded by Rosemarie Rivoli to adjourn the meeting at 8:53 p.m. All in favor.

Respectfully submitted,



Rosemarie Rivoli, Secretary

Library Board of Trustees

Date Approved: May 8, 2024

Transcribed from tape by Linda Reynolds

Reviewed by: Rosemarie Rivoli