

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY
OLD BRIDGE, NEW JERSEY
AUGUST 6, 2025
(Rescheduled from August 13, 2025)**

Present:	Sara Marino	President
	Maria Nowak	Treasurer
	Rosemarie Rivoli	Secretary
	Joan George	Trustee
	Gina Talamo	Trustee
	Frank Weber	Trustee
	Martha Tropeano	Mayor's Alternate
	Rocco Celentano	Supt. Of Schools' Alternate
	Dawn Jenkin	Library Director
	Linda Reynolds	Executive Assistant for Personnel
Absent:	Zainab Syed	Trustee
	David Cittadino	Supt. of Schools, Vice President
	Debbie Walker	Mayor

The meeting was called to order at 7:00 p.m. and it was 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 Rocco Celentano, seconded by Maria Nowak to go into executive session at 7:05 p.m. **Vote Yes:** Rocco Celentano, Joan George, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber

Motion: made by Sara Marino, seconded by Martha Tropeano to come out of executive session at 7:23 p.m. **Vote Yes:** Rocco Celentano, Joan George, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber

Action taken listed under Personnel Item D.

Regular Minutes

Motion: made by Martha Tropeano, seconded by Sara Marino, to approve the June 17, 2025 Regular Board Meeting Minutes. **Vote Yes:** Rocco Celentano, Sara Marino, Rosemarie Rivoli, Gina Talamo and Marth Tropeano **Vote No:** Joan George **Abstained:** Maria Nowak and Frank Weber

Executive Minutes

Dr. George requested her name be removed as being present for the executive session.

Motion: made by Martha Tropeano, seconded by Sara Marino, to approve the June 17, 2025 Executive Session Minutes as amended. **Vote Yes:** Rocco Celentano, Sara Marino, Rosemarie Rivoli, Gina Talamo and Marth Tropeano **Vote No:** Joan George **Abstained:** Maria Nowak and Frank Weber

Personnel

It was reported the resigning Library Pages have requested to be added to the substitute list which will be on the September Agenda.

Motion: made by Rocco Celentano, seconded by Maria Nowak to accept the resignation of Library Page Hope Davis, effective August 5, 2025. **Vote Yes:** Rocco Celentano, Joan George, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber

Motion: made by Rocco Celentano, seconded by Maria Nowak to accept the resignation of Library Page Aiden Bordenabe, effective August 9, 2025. **Vote Yes:** Rocco Celentano, Joan George, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber

Motion: made by Rocco Celentano, seconded by Maria Nowak to accept the resignation of Library Page Leah Barnikel, effective August 15, 2025. **Vote Yes:** Rocco Celentano, Joan George, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber

Motion: made by Rosemarie Rivoli, seconded by Gina Talamo to approve the Second Addendum to the Library Director's May 16, 2023 employment contract to include a salary increase of 5% so that the Director's salary shall be \$145,719 effective retroactively to July 1, 2025.

Vote Yes: Rocco Celentano, Sara Marino, Rosemarie Rivoli, Gina Talamo, Martha Tropeano

Vote No: Joan George and Frank Weber

Abstained: Maria Nowak

Finance

Bill Listing

Dr. George announced she will not be voting on a bill list until the 2025 budget is presented.

Motion: made by Maria Nowak, seconded by Sara Marino to approve the August 6, 2025 bill listing in the amount of \$257,170.84. **Vote Yes:** Rocco Celentano, Sara Marino, Maria Nowak, Rosemarie Rivoli, Gina Talamo, Martha Tropeano and Frank Weber **Vote No:** Joan George

New Business

Youth Services Seating

Ms. Jenkin reported there was a complaint regarding the old seating in the Children's Area. Ms. Jenkin stated new furniture was to be part of the Phase Four of the renovation. Ms. Jenkin would like the replace four chairs immediately for under \$8,000.

Library Pages

Ms. Jenkin explained since the three Library Pages have resigned, there will be a shortage of Library Pages until the September meeting. Ms. Jenkin requested a special meeting before the September meeting to get the new Pages hired. The Board agreed to let the Director move forward on hiring the Pages. The Attorney clarified new Library Pages can be onboarded and ratified at the following meeting.

Board Discussions

Dr. George requested a meeting of the Board of Trustees be held with the Attorney to discuss Board items that need attention. Dr. George would also like a discussion of the possibility of an Assistant Director. Ms. Jenkin requested adding Facility Manager responsibilities to that discussion.

Mr. Weber encouraged all Board Members to review the policies and By-laws as he feels there are a number of items the Board is not following.

Director's Report

Library Van

Ms. Jenkin reported the Library Van had to go to the Ford Dealership for repairs that are beyond the Township's ability. Dr. George requested to see the shared services agreement for van repairs through Township.

Collection

Ms. Jenkin reported they continue to work on cleaning up the Library's physical collection.

HVAC

Ms. Jenkin reported she has been working with the vendor that handles the management part of the HVAC System. Ms. Jenkin stated an Air Balancer is scheduled to come in to resolve some issues.

Podium

Ms. Jenkin reported the new podium for the meeting room has been delivered.

Library of Things

Ms. Jenkin reported the Library of Things is growing. Ms. Jenkin stated the start of Children's Library of things is in progress. Ms. Jenkin reported the program is popular.

Strategic Plan

Ms. Jenkin reported they are beginning the Strategic Plan with a community survey. Ms. Jenkin stated she's reached out to their municipal counterparts to see if they would like to partner with the survey.

Internal Knowledge Management System

Ms. Jenkin gave an update on the Internal Knowledge Management System. Ms. Jenkin stated a full report will be sent out.

Public Announcement System

Mrs. Nowak stated she felt a new public announcement system should be purchased rather than attempting to fix the outdated system.

Committee Reports

Buildings & Grounds

Mr. Celentano announced one proposal has been received for the lighting and one for the garden. Both proposals are over the bid threshold. Mr. Celentano stated the committee is going to meet in the coming weeks to discuss how to proceed. Mrs. Talamo stated she would like to see a spec sheets going forward.

Ms. Jenkin stated the capacity for the garden area is 94.

Finance

No report.

Outreach/Marketing

No report.

Personnel and Negotiations

No report.

Policy

No report.

Technology

No report.

Public Comments

A patron commented she and her family come to enjoy the library often. The Board thanked the patron for her comments.

Adjournment

Motion: made by Maria Nowak, seconded by Gina Talamo to adjourn the meeting at 8:07 p.m. All in favor.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rosemarie Rivoli". The signature is fluid and cursive, with a large initial "R" and a stylized "Rivoli".

Rosemarie Rivoli, Secretary
Library Board of Trustees

Date Approved: September 10, 2025

Transcribed from tape by Linda Reynolds

Reviewed by: Rosemarie Rivoli

