

Spotswood Public Library  
Board of Trustees Meeting

Thursday, June 21, 2012

**Next Meeting: Thursday, July 19, 2012**

**PRESENT:** Anne Wallace, Emma Jane Decker, Mary Casey O'Connor, Annamaria Faga, Diane Barlow, Dawn Miller (arrived at 8:00 P.M.), Councilman Frank LoSacco, Michele Petosa, Board Secretary, and the Library Director. Absent: Claudia Addesso.

The meeting was called to order by Anne Wallace at 7:32 P.M. Ms. Wallace announced that the Open Public Meeting Act had been complied with and that a quorum was present.

**COMMITTEE REPORTS:** Councilman Frank LoSacco – The Immaculate Conception Carnival went well. It was the first time in 30 years that fireworks were approved. The Memorial Day Parade has a new route.

The Friends of the Library – Pat McKenna reported that the Jazz Concert in memory of Neil Marotta was held on June 15 at 7:30 p.m. at the Spotswood High School. Friends of Mr. Marotta had donated money to the Library and of these funds, \$500 was given to the Spotswood High School Jazz Band for new sheet music; \$55 to the Library for Jazz CDs; and some funds for refreshments after the concert. Any food and monetary donations received at the concert were forwarded to the local food pantry. The balance of the funds (\$98.17) may be donated for a small scholarship next year.

**MINUTES:** Minutes for May 2012 Board meeting were read and accepted. Diane Barlow motioned to approve the minutes; Emma Jane Decker seconded. The motion was passed, and the minutes of the May 17, 2012 meeting were approved.

**PUBLIC COMMENTS:** Jaymie Komosinski of 146 Kane Avenue, Spotswood, addressed the Board. She read a prepared statement about issues regarding her previous employment at the Library.

Joseph Citro of Spotswood addressed the Board about the creation of a memory wall for those who have contributed substantially to the Library. He also asked to consider changing the name of the Library to the "Neil Marotta Library".

**NEW BUSINESS:** The Library's Custodian joined the meeting to discuss the three roofing estimates. He shared his opinion with the Board and addressed their questions. Diane Barlow made a motion to accept Reese Repair, LLC's estimates for (1) the Library roof, gutters, and leaders and (2) the shed roof, gutters, and leaders. Annamaria Faga seconded. The vote in favor was unanimous. The Library's landscaping was discussed next. The Custodian is willing to do the Library's landscaping. Diane Barlow made a motion to have the Custodian do the landscaping; Anne Wallace seconded. The vote in favor was unanimous. The discussion on "Animals in the Library" was tabled. The discussion on "Book endowments" was also tabled. Mayor Barlow has requested that Councilman Frank LoSacco and Ron Fasanella, Business Administrator, receive the Board of Trustees Meeting Agenda prior to the Board Meeting. Anne Wallace made a motion to send the information; Annamaria Faga seconded. Voted Yes: Wallace, Decker, Faga, Miller. Voted No: O'Connor. Abstained: Barlow.

**FINANCIAL REPORT:** The Board reviewed and noted costs. As per the Board's instructions, the Library's utilities were contacted, and the billing addresses have been changed to that of the Library. The Board also requested information regarding NJSHBP. An e-mail was sent to the CFO of the Borough of Spotswood; however, the Library is experiencing problems with their spotslibrary.org e-mail accounts.

**OLD BUSINESS:** The fire marshal has yet to evaluate the building for a fire evacuation plan. The Board discussed two local accounting firms to audit a possible checking account. Anne Wallace made a motion to hire Bonamici, Colletti Solitario & Tierney to audit the Library's checking account consisting of Library income

(via “Book Sales”; copy machine, DVD, fax, and paper income; fines; and lost item funds), and that the checking account require two signatures for all transactions. The two signatures are of the: Board President and Library Director. Dawn Miller seconded. The vote in favor was unanimous. With regards to suspended students using the Library, the Police Chief has stated that the school must notify the parent/guardian of the student’s suspension; what the parent/guardian does is her/his concern. The Board is not instituting a policy; however, the “Rules for Library Behavior” apply.

Anne Wallace made a motion that the Board go into an Executive Session; seconded by Diane Barlow. The vote was unanimous.

The Executive Session convened at 9:05 P.M..

The Regular Session reconvened at 9:30 P.M.

Diane Barlow made a motion to adjourn the meeting. Annamaria Faga seconded the motion. The vote was unanimous. The regular meeting of the Board of Trustees was adjourned at 9:31 P.M..

Respectfully submitted,

Michele M. Petosa  
Board Secretary