

**BOARD OF TRUSTEES
ASBURY PARK PUBLIC LIBRARY
MINUTES – REGULAR MEETING**

November 28, 2018

Attendance

Mr. Werner Baumgartner, President, called the meeting to order at 9:00 A.M. Board members present were Ms. Angela Ahbez-Anderson, Mr. Werner Baumgartner, Mr. Frank D'Alessandro, Ms. Kerrin Martin, Ms. Diane Shelton, Mrs. Jennifer Souder, Mrs. Dolly Sternesky, Ms. Janet Torsney, Mrs. Anita Weiner, Kathleen Melgar, Supervising Library Assistant and Assistant to the Director, and Library Director Robert Stewart.

Notice

Mr. Baumgartner announced that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, notice of the meeting was given in the Annual Notice issued January 1, 2018.

Minutes

Motion by Ms. Ahbez-Anderson, seconded by Mrs. Sternesky, that the minutes of the meeting of October 31, 2018 be approved as distributed. Carried, all voting yes.

Treasurer's Report

Motion by Ms. Ahbez-Anderson, seconded by Ms. Martin, that the treasurer's report for October 2018 be approved as distributed. Carried, all voting yes.

Old Business

Buildings and Grounds Committee

Following up on the meeting that the Committee had with the city manager and others on Friday October 26, 2018 Mr. Baumgartner reported that the Public Works Department has removed the dying maple street tree near the children's

room entrance that presented a hazard, but the library will have to have the stump removed at its expense. Also following the meeting Mr. Dellaragione, the city's director of information technology, responded to a call for assistance on Tuesday November 20 and helped the library resolve a major network problem and get all the public workstations back up and operating after the system went down on Friday November 17 following a long power outage. As a result of dealing with this major breakdown Mr. Dellaragione sent us an evaluation of our network which he outlined in an e-mail, copies of which were handed out at this meeting, and which in summary says that we need to make major upgrades and address a number of technical issues. We will set a follow-up meeting with him to discuss his recommendations in detail.

Asbury Park African American Music Heritage Project – Report

Trustee Jennifer Souder noted that the final report for the project is due December 31, 2018 and copies will be sent to the board. The New Jersey Historical Commission's biennial History Forum held at Monmouth University on November 2 was attended by Ms. Melgar, the director, Councilwoman Yvonne Clayton and project staffer Charles Trott. Mrs. Souder's presentation of the project at one of the sessions was very successful and well received.

Councilwoman Clayton and Mrs. Souder attended the PastForward Conference of the National Trust for Historic Preservation in San Francisco on November 11-13, 2018 where they gave a presentation of the project and were able to meet with individuals willing to assist historical preservation efforts in the city.

Strategic Plan Committee

Ms. Torsney reported on committee progress and reiterated the need for the board and staff to submit comments on the draft strategic plan. Ms. Torsney approved of Ms. Melgar's suggestion that library staff submit comments to her for compilation, without editing or merging, which she will then forward by e-mail to members of the committee and the board. She noted that some staff wished to remain anonymous and did not want to individually e-mail comments to the members of the strategic plan committee.

Revised and Amended Library Salary Ordinance

At the September 26, 2018 meeting the board of trustees ratified a change to the union contract that was previously agreed to by the employees and forwarded to the board for their consideration. The board agreed to the change

which adds the title Assistant Library Director to the employee salary table. Both parties having agreed to the new title, the board approved preparation of a salary ordinance for submission to the city clerk for adoption by the governing body.

When delivered to city hall the payroll supervisor recommended that instead of just adding one title that the library redo its entire ordinance and include all job titles. This new salary ordinance including all fourteen library job titles was distributed at the meeting and supersedes the one previously mailed out. There was a motion by Ms. Torsney, seconded by Ms. Shelton, and carried, all voting yes, that “An Ordinance Establishing the Salaries of Employees of the Asbury Park Public Library” dated November 28, 2018 be approved and forwarded to the governing body for adoption.

New Business

2019 Library Schedules

Motion by Mr. D’Alessandro, seconded by Mrs. Sternesky, and carried, all voting yes, that the draft 2019 schedule of holiday closings and the draft 2019 Open Public Meetings Act Annual Notice, setting forth the meeting dates of the board of trustees be approved. The president noted that the board meeting schedule followed the pattern of those for the past several years and the library holidays were actually established pursuant to a provision in the library’s union contract.

Activity and Incident Reports and Miscellaneous Notices

[1] On Friday and Saturday November 16 and 17 the library experienced a partial power outage which resulted in some lights being on and some off and some appliances and outlets being live and others off. After our electrician determined that the problem was outside the building JCP&L was called and found a problem at a utility pole on Grand Avenue which they fixed at midnight Saturday night. [2] Trustee Diane Shelton reported on the monthly meeting of **Asbury Park Alive !** held on Tuesday November 27. The library is participating in this citywide event next spring. [3] The director will be on vacation, out of the country, from Monday December 24, 2018 to Saturday January 12, 2019. Ms. Melgar will be in charge, has his itinerary, and will be able to contact him if necessary. [4] Copies of a memorandum notifying the payroll office of library employee salaries for 2019 were distributed for informational purposes. The salaries are as previously agreed to in the union contract; and 2019 is the fifth and final year of the present contract.

Adjournment

Motion by Ms. Torsney, seconded by Ms. Ahbez-Anderson, that the meeting be adjourned at 10:00 A.M. Carried, all voting yes.

Minutes of this meeting were prepared by Robert W. Stewart, Secretary to the Board, with the assistance of Kathleen Melgar, Supervising Library Assistant, and Assistant to the Director.

Respectfully submitted,

Frank D'Alessandro
Board Secretary