

**MINUTES OF THE MEETING OF
THE BOARD OF TRUSTEES OF THE OLD BRIDGE PUBLIC LIBRARY
OLD BRIDGE, NEW JERSEY
OCTOBER 13, 2021**

Present:	Barbara Cannon	President
	Joan George	Vice President
	Maria Nowak	Treasurer
	Zainab Syed	Secretary
	Frank Weber	Trustee
	Annette Kwiecinski	Trustee
	Kevin Borsilli	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 and Members of the Public via
Zoom

The President 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.

Minutes

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

Motion: made by Joan George, seconded by Rocco Celentano, to approve the September 8, 2021 Executive Meeting Minutes. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Sam Rizzo and Frank Weber. Maria Nowak and Zainab Syed abstained.

Motion: made by Kevin Borsilli, seconded by Frank Weber, to approve the September 30, 2021 Special Meeting Minutes. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber. Annette Kwiecinski abstained.

Personnel

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Olivia Cividanes at an hourly rate of \$17.69 pending background check.

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

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Meg D'Elia at an hourly rate of \$17.69 pending background check. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Kristen Schmid at an hourly rate of \$17.69 pending background check. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Donna Vitone Weber at an hourly rate of \$17.69 pending background check. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Alyssa Trischetti at an hourly rate of \$17.69 pending background check. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Motion: made by Rocco Celentano, seconded by Frank Weber to approve the new appointment of Library Assistant Frank Taormina at an hourly rate of \$17.69 pending background check. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Motion: made by Joan George, seconded by Zainab Syed to approve the Job Description for Supervisor, Materials Processing. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Zainab Syed and Frank Weber. Sam Rizzo abstained.

Motion: made by Joan George, seconded by Maria Nowak to approve the new appointment of Supervisor, Materials Processing Amy Trombetta at an annual salary of \$59,041.82 effective October 14, 2021. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Zainab Syed and Frank Weber. Sam Rizzo abstained.

Finance

Mrs. Nowak stated that she reviewed all of the bills and noted everything was in order.

Motion: made by Maria Nowak, seconded by Frank Weber to approve the October 13, 2021 Bill Listing in the amount of \$149,713.46. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Old Business

Virtual Programming Update

Mr. Kornblau stated there were no updates.

Confirm Vote for the Temporary Use of the Library by Walter M. Schirra Elementary School

Motion: made by Frank Weber, seconded by Zainab Syed to approve the use of the Library September 13 – 14, 2021 by Walter M. Schirra Elementary School Grades K-2. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

New Business

Hiring of Consultant

Dr. George discussed the need to hire a consultant to design and conduct a survey. The survey would determine which programs and services the community would like to have and expand. Mr. Borsilli commented that he would like to continue the progress of bringing back programs the community loves while the consultant surveys what new programs can be added and re-evaluates old programs for restructuring based on community needs. Mrs. Cannon offered to recruit some Old Bridge residents to be involved in forming an ad-hoc committee for this.

Motion: made by Joan George, seconded by Zainab Syed, to approve the hiring of a Consultant to design and conduct a survey that will identify programs/services wanted by various ages/groups of Old Bridge residents. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Recognizing Alumni of Old Bridge Schools who have made significant achievements.

Dr. George initiated a discussion to identify individuals who have attended Old Bridge schools and have made significant achievements in their lives so that these individuals are recognized within the community.

Motion: made by Joan George, seconded by Zainab Syed, to approve the Library staff to develop a file identifying individuals who have attended Old Bridge schools and have made/are making significant achievements. **Vote Yes:** Kevin Borsilli, Barbara Cannon, Rocco Celentano, Joan George, Annette Kwiecinski, Maria Nowak, Sam Rizzo, Zainab Syed and Frank Weber.

Directors Report

Mr. Kornblau informed the Board that even though there was a lot of activity in September circulation was down and foot traffic was low. He stated Youth Services is planning a few outdoor programs in October and there are Halloween and “Teentober” programs scheduled this month and Adult Services is currently working on a few adult programs as well. Mr. Kornblau

commented that the Library is working on getting patrons back into the Library and hopes that some of these programs will help. Dr. George requested prior year's statistics to be included in the director's report for comparison.

Committee Reports

Buildings & Grounds

No report.

Finance

Mr. Kornblau stated the 2020 Audit is complete and he will forward copies to Board Members for review to be approved at the next Board Meeting. Mr. Kornblau indicated a PDF version will then be uploaded to the Library website.

Outreach/Marketing

Discussed earlier during the motion to hire a Consultant.

Personnel/Negotiations

Mr. Parton advised the negotiations are under way and expects the contract to be finalized this year. Dr. George requested the availability of Personnel Committee members in order to set up another Personnel meeting in the near future.

Policy

Dr. George stated she is working with the attorney to include a Social Media policy for employees and would like it to be voted on at the next Board Meeting.

Technology

Mr. Borsilli stated the job description for the Technology Manager position will be ready soon for review by the Personnel Committee. Mrs. Cannon commented she would like to advertise the position as soon as it is approved by the Board.

Public Comments

Member of the Public, Councilman Merwin spoke about the OPRA request he submitted and he is awaiting the information. Mr. Merwin respectfully requested the opening of the Laurence Harbor Branch.

Member of the Public George Millet, commented that remediation of the Laurence Harbor Branch should not be too difficult.

Member of the Public, Jennifer Seymour, spoke of growing up in Old Bridge and going to the Laurence Harbor Branch and how her father would walk to the local Branch.

Member of the Public, Robin Colatrella requested the Laurence Harbor Branch be reopened.

Member of the Public Heather, a Laurence Harbor resident, commented that she enjoyed walking to the Laurence Harbor Branch with her children and would volunteer to assist in the reopening.

Member of the Public, Kay, a Laurence Harbor resident, moved to the area in part because of the Laurence Harbor Library and stated the amount of enjoyment her son had going there.

Member of the Public, Ed Niedzielski, expressed the importance the Laurence Harbor Library has in the community and reflected on how his children enjoyed attending Story Time several times per week.

Board Member Comments

Mrs. Cannon stated the Laurence Harbor Branch was closed prior to the pandemic due to environmental and structural issues. Mr. Borsilli stated there is no information about the Laurence Harbor Branch being closed permanently and will ask the consultant to reach out to Laurence Harbor residents as to the programs they would like to see there.

The Board President thanked everyone.

Adjournment

Motion: made by Frank Weber, seconded by Joan George to adjourn the meeting at 7:57 p.m.

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

Respectfully submitted,

Zainab Syed, Secretary

Library Board of Trustees

Date Approved: November 10, 2021

Transcribed from tape by Irene Maag and Linda Reynolds

Reviewed by: Alan Kornblau and Zainab Syed