



Board of Trustees Meeting  
Minutes of Meeting on May 16, 2019

- I. Call To Order: Meeting was called to order at 6:32 PM by President J Musa. Trustee Dr. Ryan arrived at 6:56pm. Trustee Dr. Ribner arrived at 6:58pm.
  
- II. Roll Call/Attendance
  - a. Library Trustees Present: President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Nadine Herceg, Paul Del Rosso, Dr. Jeffrey Ribner, Dr. Chris Ryan
  - b. Library Trustees Excused: Trustee Jo Whitney
  - c. Library Trustees Absent: N/A
  - d. Library Staff Present: Library Director Seth Jacobus
  
- III. Approval of meeting agenda for May 16, 2019

**MOTION: Trustee N. Herceg motioned to approve the agenda of the May 16, 2019 meeting. Seconded by Trustee J. Ciccarino. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

- IV. Period of Public Expression: N/A
  
- V. Approval of minutes from April 11, 2019 meeting

**MOTION: Trustee P. Del Rosso motioned to approve the minutes from the April 11, 2019 meeting. Seconded by Trustee C. Brown. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey**



Board of Trustees Meeting  
Minutes of Meeting on May 16, 2019

**Ribner, Dr. Chris Ryan**  
**NO: 0/8**

VI. Manifest #12

**MOTION: Trustee J. Ciccarino motioned to approve Manifest #12. Seconded by Trustee C. Brown. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**  
**NO: 0/8**

VII. Financial report: Reviewed the financial reports through April 2019. The revenues through April 2019 were \$1,049,362.92 and expenses were \$1,444,949.57. The library fund through April 2019 was \$1,401,049.23.

**MOTION: Trustee P. Del Rosso motioned to approve the financial reports through April 2019. Seconded by Trustee N. Herceg. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**  
**NO: 0/8**

VIII. Old Business

- a. Roof – Discuss: Director Jacobus contacted the roof contractor and is waiting for an estimated schedule to patch the roof.
- b. Early Voting Location – Discuss: The library will be paid \$750 to be an early voting facility. Early voting will take place October 26, 2019 to November 3, 2019. The board discussed the logistics of voting and storing the voting machines.
- c. Parking Lot – Discuss: Director Jacobus is communicating with



Board of Trustees Meeting  
Minutes of Meeting on May 16, 2019

Assemblywoman Lupardo's office regarding the possibility of alternative funding opportunities for the parking lot project.

IX. New Business

- a. Mobile Hotspot Lending Policy – Review & Approve: The library received a \$5,000 grant that allows mobile hot spots for 3 years.

**MOTION: Trustee Dr. Ryan motioned to approve the Mobile Hotspot lending policy. Seconded by Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

- b. GFJ Technology Lending Agreement-Review & Approve: The board reviewed the Lending Agreement for the mobile hot spots.

**MOTION: Trustee Dr. Ryan motioned to approve the Technology Lending Agreement. Seconded by Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**

**NO: 0/8**

- c. GFJ 2019-2020 Staff Raises – Review & Approve: The board discussed the annual staff raises.

**MOTION: Trustee C. Brown motioned to approve the staff raises of 2%. Seconded by Trustee Dr. Ribner. Motion carried.**



Board of Trustees Meeting  
Minutes of Meeting on May 16, 2019

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**NO: 0/8**

- d. 4CLS Automation Fee – Review & Approve: The board reviewed the 4CLS automation fee.

**MOTION: Trustee C. Brown motioned to approve the 4CLS automation fee. Seconded by Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**  
**NO: 0/8**

X. Other Business: The board discussed the succession of officers. The board also discussed a regular library patron who has been causing disruptions.

XI. Executive Session:

**MOTION: Trustee N. Herceg motioned to enter executive session. Seconded by Trustee Dr. Ribner. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**  
**NO: 0/8**

Executive Session entered.

**MOTION: Trustee N. Herceg motioned to exit executive session. Seconded by Trustee P. Del Rosso. Motion carried.**



Board of Trustees Meeting  
Minutes of Meeting on May 16, 2019

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**NO: 0/8**

XII. Adjournment

**MOTION: Trustee N. Herceg motioned for adjournment at 7:48 pm. Seconded by Trustee C. Brown. Motion carried.**

**YES: 8/8; President Jen Musa, Secretary Emilie Chang-Jackson, and Trustees Christine Brown, Joe Ciccarino, Paul Del Rosso, Nadine Herceg, Dr. Jeffrey Ribner, Dr. Chris Ryan**  
**NO: 0/8**

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Emilie Chang-Jackson, Secretary

Date