

West New York Public Library Board of Trustees Meeting March 5, 2012 6PM

IN ATTENDANCE: Rita Alam, Weiliang Lai, Director; Jennifer Rodriguez, Vilma Reyes, Barbara Viu, George Dones, Mayor Roque's Representative; Herbert Klitzner, Attorney; John Fauta, President; Estela Longo, Secretary

President Fauta called the meeting to order followed by the reading of the Open Public Meeting Notice.

The minutes of the previous meeting were approved unanimously.

OLD BUSINESS: Jennifer Rodriguez informed the group on the latest issues regarding a Facebook site for the library saying that there were still numerous steps necessary in order to build up the site.

Contents and design would have to be decided. She will discuss these with the director.

Vilma Reyes expressed concern over the length of time a library staff member in charge of arts & crafts for children has been absent, since the programs were listed on the calendar. Mr. Lai explained she would return at the end of the month. Ms. Reyes felt the arts & crafts program for children would suffer, but Mr. Lai explained that in spite of the announcements on the calendar, the activities would proceed. The calendar was printed ahead of time and other staff members were out unexpectedly. Two staff members and another temporary person have been filling in. A long-term solution might be to hire a part-time person. President Fauta suggested perhaps they could hire someone on a per diem basis.

The issue of the library by-laws was briefly discussed, but no decision was made.

The Read Across America activities to celebrate Dr. Seuss' birthday will take place although short of staff. Vilma Reyes and Rita Alam will help out. Decorations and materials are ready for the children. President Fauta will also attend. Each child will be given a small gift of cookies and drinks. Mr. Lai requested an additional \$250 to pay for the gifts. Monday and Tuesday's activities were very successful.

BUILDING MAINTENANCE: Mr. Lai reported on the repairs to be made in the basement bathroom. Electricians replaced the light bulbs on the first floor of the building. The second floor will be done later.

DIRECTOR'S REPORT: Jennifer Rodriguez made a motion to approve February purchases, Barbara Viu seconded.

NEW BUSINESS: Mr. Lai asked the Board to reimburse Albeiro Raigosa and Ivonne Arroyo at their salary rate of \$18 and \$16 respectively for extra hours worked while covering for absent staff members. In addition, a vote was taken to approve hiring and paying extra staff for activities as needed. A motion was made by Jennifer Rodriguez, and seconded by Barbara Viu.

Mr. Lai informed the Board that ESL students wished to have Friday evening classes at the library.

Mr. Lai asked for a resolution to allow him to call ADS to set up a payroll account so the library can report payroll taxes when cutting checks when paying for ESL and computer teachers. He also mentioned that a student could be recruited for iPhone/iPad instruction. Vilma Reyes will inquire and report back.

Mr. Ali also informed Board members of an upcoming Trustees' Conference at the Sheraton Eatontown for the purpose of providing updated information for library trustees. Those who attend will be reimbursed for expenses by the library.

Barbara Viu made a motion to adjourn and Vilma Reyes seconded. The meeting adjourned at 7PM.

Respectfully submitted,

Estela Longo, Secretary