

# West New York Public Library

## Board of Trustees

Meeting October 3, 2011 Time: 6PM

1 .In Attendance: Roland Alum, Acting Chair; George Dones, Mayor Roque's representative; John Fauta, Schools Superintendent; Vilma Reyes, Jennifer Rodriguez, Barbara Viu, Rita Alam, Weiliang Lai, Director; Herbert Klitzner, Attorney; Estela Longo, Reference Librarian (Acting Secretary)

2. Public notice of Board meeting posted read by Acting Chair, Professor Alum.

3. INTRODUCTIONS: Everyone was introduced again, including Ms. Estela Longo, the Reference Librarian, who is kindly taking minutes at the request of the director, and upon the suggestion of the acting chair.

4. Mr. Alum added an aside that, coincidentally, he had been a colleague of Ms. Longo's brother at the faculty of a university in Puerto Rico many years ago. When Ms. Longo's brother, an accomplished linguist, passed away a few years ago, Alum authored an obituary for the main anthropological association's trade publication.

**NOMINATIONS:** Attorney Klitzner explained the nominating process for new board officials (especially the technically vacant chair and vice-chair seats.)

Alum explained that he is not interested in being elected chair, and that we need to develop leadership immediately amongst the Board members, all of whom are, coincidentally, new to the board.

A motion to postpone nominations passed unanimously, as to allow trustees to get to know each other and to familiarize themselves better with the library and the Board's operations and procedures.

**RESOLUTION:** Mr. Klitzner had prepared a resolution, originally requested by Alum, to send letters of appreciation to all recently retired Board members: Janet Lewis, Micaela Alvarez Foch, Maria Calvo, Rosemary Costal.

The resolution passed unanimously, moved by B. Viu seconded by J. Rodriguez. (Due to an error in the signing process by the trustees, Mr. Klitzner is to re-print sufficient copies of the resolution for the trustees' signature at the next meeting.)

**MINUTES:** At the prior meeting, (Sept), Alum had asked H. Klitzner to review the June Meeting Minutes, but he reported not finding them necessarily wrong, except for grammatical and typographical errors.

Nonetheless, Alum suggested tabling the June minutes in order to better review and edit them, as he (Alum) finds them inaccurate, and thus volunteered to offer editorial suggestions himself. Alum further reminded all present that the revised-&-approved minutes are to be posted on the Town's Website only after final approval by the Board. Unfortunately, he said, the June un-revised, un-approved minutes had been posted, and that he had to ask Dir. Lai, and then again, directly to the Town Clerk, to bring down the uncorrected minutes (first draft) from the official Website. Once revised and approved, the June minutes may be posted.

The September Meeting Minutes were provided to the trustees at the meeting itself. Alum indicated again that proper procedure calls for the director to provide to the trustees minutes and all documents for voting with sufficient lead time before the meeting, so that trustees can properly and timely review all material. Alum also indicated that, at least he, would not ask for a vote while as Acting Chair, nor would he personally vote for, anything about which information/documentation he, and all trustees, had not been properly provided the week before the meeting, ideally at least, several days ahead (except for an extreme emergency.) Thus, he concluded, since the June minutes have been tabled anyhow, that the September meeting minutes—barely presented at the meeting—should also be tabled.

The Mayor's Repr., Mr. G. Dones, indicated that Alum's suggestion- to table the pending minutes- should be put to a vote. But Klitzner explained that if the Acting Chair was not calling for a motion, the approval of the September minutes were de facto to be tabled, as per Alum.

**E-MAILING:** A discussion concerning emailing information to board members followed, with the trustees agreeing to receive documentation and information in their respective personal email addresses, in addition to receiving them in hard copy (and or via fax), when appropriate, at the discretion of the director and the Board's leadership.

**CHECK-SIGNING: FINANCE COMMITTEE & BUDGET:** Mr. Fauta had originally volunteered for the bank's check co-signing privilege needed at the WNYPL, but Alum asked Fauta to kindly allow other trustees (such as J. Rodriguez) to participate in such activities.

Alum explained that since Fauta is the local school district superintendent, and additionally, has check co-signing privileges at the town's Parking Authority, Alum feels that it is best for Fauta not to participate in such, as least for now.

Mr. G. Dones suggested that Alum's suggestion to replace Fauta with Ms. Rodriguez for the check-signing prerogatives should be put to a vote (although Dones cannot vote.) The motion was made and defeated, with three against the motion (Ms. Alam & Viu; Fauta himself), and two abstentions (Rodriguez & V. Reyes.) Alum particularly thanked Fauta for his gentlemanly cooperation; thus Fauta will not be among the check-signing trustees, as per Alum's suggestion.

A FINANCE COMMITTEE was also created. They are to meet with the director to fill out forms, although only two have co-signature privileges for bank checks. Alum asked three members to serve: J. Rodriguez, B. Viu, and R. Alam, who will also act as Board Treasurer (only Viu and Alam will have check-signing privileges, at least for now.)

Dir. Lai presented the Budget Report for August and September, which was accepted unanimously by the Board members.

Lai explained how library expenditures are being handled, including details regarding benefits, pensions, etc.

Also, Lai informed about the need for repairs to the physical plant. Fauta suggested he could provide an electrician or a plumber from the Board of Education as part of an intra-municipal cooperative standing courtesy.

OTHER: Computer classes began in the library, but will move to the Middle School for its subsequent classes due to children's programs taking place most Saturdays when the room is occupied. The Board authorized the director to pay the ESL and computer teachers.

CLOSED SESSION: The Board went into closed session, to briefly learn about personnel matters. Non-board members (i.e., Ms. Longo) left the room.

The Board returned to open session, and then adjourned for the evening at 7:00PM.

Respectfully submitted:

Estela Longo, Reference Librarian, Acting Board Secretary