

APPROVED MINUTES

February 25, 2021

Meeting and Attendance: The regular meeting of the Board of Trustees of the Free Public Library of Woodbridge was held at 6:30pm by ZOOM on January 28, 2021.

Board members who attended by ZOOM were Carol Eberhardt, Rick Silbon, Isha Vyas, Jay Mascolo, Taylor DeLeo, Anthony Terebetsky, Sabriena Tarboush, Ed Mullen and Board Attorney Carol Berlen. In attendance was Library Director Monica Eppinger. Also in attendance was Gail Marrone, a representative from the Sewaren Library, in Sewaren, NJ.

Call to Order: Board President Isha Vyas called the meeting to order at 6:32 pm and read the "Adequate Notice of Meeting" statement.

Board President Isha Vyas asked for a roll call of Board Members present at the meeting.

Carol Eberhardt - Here
Taylor DeLeo - Here
Jay Mascolo - Here
Ed Mullen - Here
Anthony Terebetsky - Here
Isha Vyas - Here
Rick Silbon - Here
Sabriena Tarboush - Here

Pledge of Allegiance: Ed Mullen led the Pledge of Allegiance.

Election of Officers and Swearing in of Officers:

On the recommendation of the nominating committee,

Jay Mascolo nominated Isha Vyas as President of the Board of Trustees, this was seconded by Carol Eberhardt. All were in favor.

A Roll Call was taken:

Carol Eberhardt - Aye
Taylor DeLeo - Aye
Jay Mascolo - Aye
Ed Mullen - Aye
Anthony Terebetsky - Aye
Isha Vyas - Aye

Jay Mascolo nominated Edward Mullen as Vice President of the Board of Trustees, this was seconded by Carol Eberhardt. All were in favor. Ed Mullen abstained

A Roll Call was taken:

Carol Eberhardt - Aye
Taylor DeLeo - Aye
Jay Mascolo - Aye
Ed Mullen - Abstain
Anthony Terebetsky - Aye
Isha Vyas - Aye

Jay Mascolo nominated Rick Silbon as Secretary of the Board of Trustees, this was seconded by Taylor DeLeo. All were in favor.

A Roll Call was taken:

Carol Eberhardt - Aye
Taylor DeLeo - Aye
Jay Mascolo - Aye
Ed Mullen - Aye
Anthony Terebetsky - Aye
Isha Vyas - Aye

Jay Mascolo nominated Carol Eberhardt as Treasurer of the Board of Trustees, this was seconded by Ed Mullen. All were in favor.

A Roll Call was taken:

Carol Eberhardt - Aye
Taylor DeLeo - Aye
Jay Mascolo - Aye
Ed Mullen - Aye
Anthony Terebetsky - Aye
Isha Vyas - Aye

There were no other nominations from the floor. Board Attorney Carol Berlen duly swore in all officers.

Board President Isha Vyas look forward to working with the Board Officers and Board Members

Reading of Minutes:

Approval of the Minutes of the Meeting of 12/03/2020 were moved by Ed Mullen, seconded by Carol Eberhardt. The motion carried.

A roll call was taken for approval:

Carol Eberhardt - Aye
Taylor DeLeo - Aye
Ed Mullen - Aye
Anthony Terebetsky - Aye
Isha Vyas - Aye
Jay Mascolo - Aye
The motion carried.

Board Member Ed Mullen asked about the 2019/2020 audit and said that it is underway. Board member Carol Eberhardt had a few questions about the audit and Board Member Ed Mullen was able to answer her questions.

Unfinished Business:

Board member Anthony Terebetsky asked about an organization chart. Library Director Monica Eppinger said she will send one out to him on Friday. He also asked if the repairs at the Iselin Branch were complete. Library Director Monica Eppinger said that they were completed.

Board Member Ed Mullen had questions in reference to the Hot Spots. Library Director Monica Eppinger answered all his questions.

New Business:

The following Resolution was read by Ed Mullen, moved for approval by Jay Mascolo, seconded by Sabriena Tarboush. The motion carried. Anthony Terebetsky voted no.

28-January-2021

RESOLUTION 12-2021.01

**RESOLUTION APPROVING WOODBRIDGE PUBLIC LIBRARY
MAIN AND BRANCH LIBRARY CARPET AND RESTROOM CLEANING CONTRACT**

WHEREAS, quotations were solicited for annual carpet and restroom cleaning for the Main, Fords, Henry Inman and Iselin Branch Libraries for the year 2021 from the following:

Gillespie Group 5 Chris Court, Suite G Dayton, NJ 08810	\$14,200.00
Carpet Care Plus, LLC P.O. Box 236 Colonia, NJ 07067	\$13,827.00
Trinity Clean, LLC 45 Lakeside Avenue, #1 Haskell, NJ 07420	\$11,992.99

NOW, THEREFORE, BE IT RESOLVED that Trinity Clean, LLC, be accepted as vendor for deep cleaning services for the quoted price of \$11,992.99.

To be paid from account #01-528-10.

ADOPTED:

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Trustees of the Free Public Library of Woodbridge at their Meeting held on 28-January-21.

From: Administration

Approved at the meeting of 28-January-21

Frederick W. Silbon, Jr., Secretary

A roll call was taken for approval:

Carol Eberhardt - Aye

Taylor DeLeo - Aye

Jay Mascolo - Aye

Ed Mullen - Aye

Sabriena Tarboush - Aye

Anthony Terebetsky - No

Isha Vyas - Aye

The motion carried

Board Member Anthony Terebetsky had questions on why a local company was not chosen. Library Director Monica Eppinger answered his question.

The following Personnel Items were read by Library Director Monica Eppinger, moved for approval by Carol Eberhardt, seconded by Anthony Terebetsky. The motion carried. Anthony Terebetsky abstained on the name Alyson Rasimowwicz.

PERSONNEL

January 28, 2021

APPOINTMENT

Appoint Shanayia Cole, Library Assistant, Main Library, Part time, 19 hours per week, \$ 18.83 per hour, effective TBD.

PROMOTION

Promote Danielle Olistin, Library Assistant, Main Library to Senior Library Assistant, Main Library, Part time, 19 hours per week, \$21.36 per hour, Provisional, pending CSC procedures, effective 02/01/2021.

Promote Carolyn Kath, Library Assistant, Henry Inman Branch to Senior Library Assistant, Henry Inman Branch, Part time, 19 hours per week, \$21.36 per hour, Provisional, pending CSC procedures, effective 02/01/2021.

Promote Alyson Rasimowicz, Library Assistant, Main Library to Senior Library Assistant, Main Library, Part time, 19 hours per week, \$21.36 per hour, Provisional, pending CSC procedures, effective 02/01/2021.

ADVANCEMENT

Appoint Najea Grimes, Library Associate, Main Library, to Librarian 1 Main Library, Full time, 35 hours per week, salary \$59,809 annual, effective 02/01/2021.

Appoint Cristina Luna, Library Assistant, Fords Branch, Part time, 19 hours per week, \$18.83 per hour, replacing Charles Cole, effective 02/01/2021

Appoint Soumia Marsali, Library Assistant, Main Children's Room, Part time, 19 hours per week, \$18.83 per hour, effective 01/25/2021.

A roll call was taken for approval:

- Carol Eberhardt - Aye
- Taylor DeLeo - Aye
- Jay Mascolo - Aye
- Ed Mullen - Aye
- Sabriena Tarboush - Aye
- Anthony Terebetsky - Abstained
- Isha Vyas - Aye
- The motion carried

Approval Of Bills

Bill Lists: The following Bill Lists were read and moved for approval by Carol Eberhardt, seconded by Ed Mullen. The motion carried.

Bill Lists - 01/28/2021

Bill List - 01	\$ 10,476.12
Bill List - 02	\$ 209,802.72
Bill List - 03	\$ 6,814.43
TOTAL	\$ 227,093.27

A roll call was taken for approval:

- Carol Eberhardt - Aye
- Taylor DeLeo - Aye
- Jay Mascolo - Aye
- Ed Mullen - Aye
- Sabriena Tarboush
- Anthony Terebetsky - Aye
- Isha Vyas - Aye

The motion carried.

Board member Ed Mullen had a question on the labor bills. He would like a breakout on the cost. Library Director Monica Eppinger said she will send him the information that he asked for.

Such matters as may come before the Board:

Library Director Monica Eppinger referenced the changes in the Meeting Room Policy and said she will be sending out to board members for their review.

Board Member Ed Mullen had questions on the Hot Spots which was answered by Library Director Monica Eppinger.

Good and Welfare: None

Public Comments: None

Gail Marrone, representative from the Sewaren Library thanked the board for inviting her to attend the Board of Trustees meeting.

CLOSED SESSION:

The motion to go into closed session was made by Ed Mullen; Anthony Terebetsky seconded the motion at 7:13 p.m.

The motion to end the closed session was made by Ed Mullen; Rick Silbon seconded the motion at 7:54.m.

The Board informed the members of the public that the meeting would not reconvene but end with the closed session.

Adjournment: A motion to adjourn the board meeting was made by Ed Mullen; Carol Eberhardt seconded the motion. The meeting was adjourned at 7:54p.m.