

## **ENGLEWOOD LIBRARY BOARD OF TRUSTEES**

**February 11, 2019 Meeting Minutes 7:30 PM**

**Englewood Public Library, 31 Engle Street**

*Approved Board Meeting 3/18/19*

### **Open Public Meeting Act**

“The February 11, 2019 Regular Meeting of the Englewood Public Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of Meetings. A copy of said Annual Schedule has been posted on the bulletin board in the Englewood City Hall; a copy has been filed with the City Clerk and The Record, a newspaper with a general circulation throughout the City of Englewood. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspaper.” Formal action may be taken at this meeting.

### **Call to Order and Attendance**

The Board Meeting was called to order at 7:30 PM, Board President Nina Nanasi presiding.

**Board Member Attendance:** Nina Nanasi, President; Debra Trachtenberg, Vice-President; Nelida Bobe, Secretary; Devry Pazant, Treasurer; Stacey Rosenzweig, Howard Haughton, JoEllen Knie, Katharine Glynn, Gina Leonard-Edone. Mayor Michael Wildes arrived at 8:15 p.m.

**Staff Attendance:** John Arthur, Library Director.

**Attorney:** Kathryn Hatfield.

**Swearing in of New Board Members:** Ms. Nanasi administered the oath of office to JoEllen Knie and Stacey Rosenzweig, newly appointed Englewood Library Trustees. Ms. Nanasi on behalf of the board welcomed Ms. Rosenzweig and Ms. Knie.

### **Secretary's Report**

Ms. Nanasi asked for a motion to approve the minutes of the January 2, 2019 board meeting. Ms. Bobe moved to accept the minutes as presented, Mr. Pazant seconded the motion. Unanimously approved.

Ms. Bobe moved to accept the minutes of the closed session of the January 2, 2019 board meeting as presented, Ms. Trachtenberg seconded the motion. Ms. Knie, Ms. Rosenzweig, and Ms. Leonard-Edone abstained, as they were not in attendance.

**Public Comment:** No comment from the public.

### **Closed Session**

At 7:59 pm Mr. Haughton moved and Mr. Pazant seconded the motion to move out of Open Session and into Closed Session. Unanimously approved.

BE IT RESOLVED by the Board of Trustees of the Englewood Public Library, pursuant to the provisions of the Open Public Meetings Act, that the Board of Trustees meet in closed sessions to discuss the following subject matter: Sub Section 8 concerning personnel matters dealing with employment, appointment, termination or terms and conditions of employment of any person or

**ENGLEWOOD LIBRARY BOARD OF TRUSTEES**  
**February 11, 2019 Meeting Minutes**

persons, or the evaluation, promotion or disciplining of employees unless all employees involved consent to disclosure thereof.

AND BE IT FURTHER RESOLVED that, as precisely as can be determined at this time, the discussion conducted in the said closed session can be disclosed to the public upon taking final action thereon, provided disclosure shall not violate the attorney-client privilege or constitute an undue invasion of privacy.

At 8:58pm Ms. Bobe moved and Ms. Trachtenberg seconded to move out of Closed Session and into Open Sessions. Unanimously approved.

**Personnel Actions**

Ms. Nanasi asked for a motion to approve the January 2, 2019 Personnel Actions as presented. Ms. Trachtenberg moved to approve the Personnel Actions; seconded by Ms. Knie. Unanimously approved.

**Treasurer's Report**

**January Treasurer's Report & Bill List City**

Ms. Nanasi welcomed Mr. Pazant as the new treasurer. Mr. Pazant stated that he met with Mr. Arthur to discuss this month's report. Mr. Arthur discussed that he would like to change the way the financial reports look, making them clearer for presentation at Trustee meetings.

**Bill List –General Fund**

Mr. Arthur reviewed the Bill List in amount of \$21,470.69 and opened the floor to questions. Ms. Bobe moved to approve the report as presented, Ms. Trachtenberg seconded the motion. Unanimously approved, except Mr. Haughton abstained.

**President's Report**

Ms. Nanasi expressed that she thinks this year's board will be a great one, and that with the board's commitment and excitement, there is a lot that can be accomplished.

**Director's Report**

Mr. Arthur highlighted his December Director's Report which included that the city manager included a \$2.5 million capital request in his budget to City Council. Mayor Wildes inquired as to fundraising efforts for this project. Mr. Arthur agreed that fundraising efforts should be emphasized and increased; also mentioning that he will hold community discussions to solicit feedback on the renovation and expansion project.

**Reports**

**School Report:** Ms. Leonard-Edone reported that she met with the Quarles Principal and Mr. Arthur to discuss a Family Night event at the library, which will hopefully incorporate "Footsteps to Brilliance." They are working to select a date.

**ENGLEWOOD LIBRARY BOARD OF TRUSTEES**  
**February 11, 2019 Meeting Minutes**

**New Business**

**Eagle Scout Proposal: Howard R. Haughton** – Mr. Arthur and Mr. Haughton discussed a proposed project to create a new Englewood Public Library website, which would be completed for an Eagle Scout project by Mr. Haughton's son under the supervision of library staff. Ms. Bobe motioned to accept the proposal, Ms. Leonard-Edone seconded. Unanimous approval, except Mr. Haughton abstained.

**BCCLS Certification** – Ms. Trachtenberg moved to approve the BCCLS Certification, Mr. Pazant seconded. Unanimously approved.

**BCCLS Strategic Planning Committee** – Ms. Nanasi reported that Mr. Arthur will be working on the BCCLS Strategic Planning Committee.

**Art Gallery Committee** – The board discussed the wording of the Art Gallery Committee Policy, with some proposed changes. The discussion was moved to a future meeting, pending changes to the wording of the policy.

**Security Cameras Policy/Installation** – The board discussed technical aspects of a security camera system. Mr. Haughton moved to approve the Security Cameras Policy with changes noted by the board, Mr. Pazant seconded.

**Wedding Policy** – The board discussed potential costs of holding a wedding and decided to move the wedding policy discussion to the March meeting.

**Read Away Your Fines** – Discussion moved to March meeting.

**Reading Garden Idea** – Discussion moved to March meeting.

**Next Meeting Date**

The March Meeting will be held on Monday, March 18, 2019 at 7:30 PM.

**Adjournment**

Ms. Bobe moved to adjourn the meeting; seconded by Ms. Trachtenberg. Unanimously approved. The meeting adjourned at 10:15 PM.

Respectfully Submitted

John Arthur for  
Nelida Bobe, Secretary