

Gloucester County Library Commission
at the Gloucester County Library System/Greenwich Branch
411 Swedesboro Road
Gibbstown, NJ 08027

**Regular Meeting
November 21, 2017**

Present: Mario DiLisciandro (Chair), Donna Ragonese (Vice Chair), Gerry Michael, Kathy Love-Moore, Anne Wodnick (Director), John Alice (Solicitor), Lyman Barnes (Freeholder Liaison).

The meeting was opened at 5:05 p.m. by the Chair who noted that there was a quorum and that the meeting was properly advertised and posted.

Trustee Training

Ralph Bingham, GCLS Head of Reference and Digital Services, conducted a 20 minute presentation about the GCLS InnovationStudio located at Rowan College at Gloucester County. Mr. Bingham also gave each of the Commissioners a key chain which was created on the laser engraver.

Freeholder Liaison's Report – Mr. Barnes reported that RCGC has received a \$500,000 donation from philanthropist Robert O. Carr, founder of the Give Something Back Foundation, to fund scholarships for students who have been raised in foster care.

Motion and second by Mr. Michael and Ms. Ragonese to approve the October 25, 2017 Regular Meeting Minutes. Roll Call vote was taken: Kathy Love-Moore – abstain, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

The chair noted that there was no public present.

Motion and second by Ms. Love-Moore and Ms. Ragonese to approve the payment of the November 2017 bills. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

Unfinished Business – None

New Business

Budget Transfers

Motion and second by Mr. Michael and Ms. Ragonese to approve the resolution to make transfers within the 2017 operating budget to ensure no budget lines are overspent. The detail of the transfers were distributed at the meeting. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

ShoreTel/Mitel Contract

Motion and second by Ms. Ragonese and Ms. Love-Moore to approve the contract with ShoreTel/Mitel for VOIP phone service. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

Retirement Resolution

Motion and second by Mr. Michael and Ms. Ragonese to approve the Retirement Resolution honoring M. Dombrosky for 30 years of service to the GCLS. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

Commissioners Reports – Mr. Michael noted that he does not think the project at the Greenwich Library regarding the replacement of a transmitter and tree removal by Atlantic City Electric is going to happen.

Correspondence – Mr. DiLisciandro read a letter from George Warren and the Newfield Public Library Board of Directors thanking the Gloucester County Library System for the financial and personnel assistance that has been offered to the Newfield Library. He also read a note from Lynn and Jack Daly thanking the Commission and Staff for the condolences with the passing of his brother.

Director's Report – Ms. Wodnick distributed information from the NJ State Library regarding the 2017 Library Construction Bond Act. She will update the commissioners when more information becomes available.

Ms. Wodnick invited the commissioners to an open house on December 12 at the Swedesboro Branch honoring Marge Dombrosky. This will be an opportunity for the community to honor Marge on her retirement and thank her for her service to the Library and the Swedesboro community.

The carpet replacement and installation at the Greenwich Branch is expected to be completed by mid-December.

Solicitor's Report – Mr. Alice returned signed resolutions as follows:

- R-33-2017 Resolution Authorizing Transfers Within the 2017 Operating Budget.
- R-34-2017 Resolution Authorizing the Award of VoIP Telephone Services to ShoreTel/Mitel for the Period from January 1, 2018 through December 21, 2018.
- R-35-2017 Resolution of the GCLC for the Retirement of Margaret T. Dombrosky.
- R-36-2017 Resolution Authorizing and Approving a Change in Status in Regard to Employees of the GCLS.

Motion and second by Ms. Love-Moore and Ms. Ragonese to go into closed session for discussion of personnel and contract items. All approved.

Motion and second by Ms. Ragonese and Mr. Michael to reopen the closed session. All approved.

Motion and second by Ms. Love-Moore and Ms. Ragonese to approve Personnel Report Item #1 to approve the promotion of J. Pissano, full time Librarian 2 to full time Librarian 3 effective November 27, 2017. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

Motion and second by Ms. Ragonese and Mr. Michael to approve Personnel Report Item #2 to approve promotion of C. Thomasson, full time Library Assistant to full time Supervising Library Assistant effective November 27, 2017. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

Motion and second by Ms. Love-Moore and Ms. Ragonese to approve Personnel Report Item #3 to approve status change for T. Groves, Library Assistant from part time to full time effective November 27, 2017. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – nay, Donna Ragonese – yea, Mario DiLisciandro – yea.

Mr. Michael wanted it noted that the reason he voted no on Personnel Report Item #3 was that he felt that application for this status change should have been open to all part time employees.

Motion and second by Ms. Ragonese and Ms. Love-Moore to authorize the Director to retain cyber-liability experts if needed with the advice of counsel. Roll Call vote was taken: Kathy Love-Moore – yea, Gerry Michael – yea, Donna Ragonese – yea, Mario DiLisciandro – yea.

The Chair adjourned the meeting at 6:40 p.m.

Next meeting: Wednesday, December 20, 2017 at 5:00 p.m. at the
GCLS/Mullica Hill Branch