

Montville Township Public Library
Board of Trustees Meeting
Special Meeting
August 25, 2015
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Mr. Tom Mazzaccaro
Mr. David Tubbs
Mr. Peter King (7:45 p.m.)
Mr. Carmen Allora
Mr. Robert Lefkowitz
Mr. Larry D'Oench
Mayor Gallopo
<i>MEMBERS ABSENT</i>
Mr. Cesar Correa
Mr. Robert Donohue

Allan M. Kleiman, Library Director – Present

Joseph Bell, Board Attorney – Absent, Valerie Fasolo, Acting Board Attorney - Present

Liz Johansen, Board Recording Secretary – Absent

Jeanne Ivy – Substitute Board Recording Secretary - Present

I. Call to Order

The meeting was called to order by Tom Mazzaccaro, at 7:32 p.m.

II. Open Public Meetings Act Statement

Tom stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be tape-recorded. Minutes will be available to the public on the Library's website once they have been officially approved.

III. Pledge of Allegiance and Moment of Silence

IV. Reports of Officers

A. Treasurer

V. Reports of Committees

A. Finance

Carmen Allora combined the Treasurer and Finance Report into one report about switching from Peachtree Software to Edmunds Accounting System. He explained how the migration from Peachtree Sage to Edmunds would be accomplished and what the timetable would be. Carmen provided an overview of Gregory J. Della Pia's experience with Edmunds.

Sage Peachtree and Edmunds will run in parallel for at least two months. The Library will retain the services of R.A. Fredericks for year end 2015 and IRS Form 990 for 2015.

VI. Old Business

VII. New Business

- A. Resolution to approve the purchase of Edmunds Accounting Software package in the amount of \$12,860 - motion made by Mr. Allora and seconded by Mayor Gallopo. Motion carried following roll call vote: Ayes: Mayor Gallopo, Mr. O'Dench, Mr. King, Mr. Lefkowitz, Mr. Allora, Mr. Tubbs and Mr. Mazzaccaro

Robert Lefkowitz asked about the security available with Edmunds and said that it is a good idea find out what Edmunds offers because many companies offer different levels of security, such as dual authentication requirements for activation. Allan Kleiman will contact Edmunds and find out about enhanced security options they offer.

- B. Resolution to approve a professional contract with Gregory J. Della Pia, CPA as a consultant to assist in the transition to Edmunds from October 1, 2015 thru December 31, 2015 at the rate of \$175.00 per hour at a cost not to exceed \$7,000 – motion made by Mr. Allora and seconded by Mr. Lefkowitz. Motion carried following roll call vote: Ayes: Mayor Gallopo, Mr. O'Dench, Mr. King, Mr. Lefkowitz, Mr. Allora, Mr. Tubbs and Mr. Mazzaccaro
- C. Resolution of agreement that as of January 1, 2016 the Library board will approve a professional contract for Gregory J. Della Pia, CPA as the Library Accountant as per the terms and conditions set at that time – motion made by Mr. Allora and seconded by Mayor Gallopo

Carmen responded to several questions as to why this resolution was brought to the table now instead of in the reorganization meeting. There was concern that this resolution would lock the Board into a contract without knowing all the details. Valerie Fasolo said she could add a paragraph to the Terms of Services which would protect the Library in the event the Board did not want to continue the contract. Carmen rescinded the motion and the issue was tabled until the September Board Meeting.

- D. Transfer of budget line items in the capital account of \$10,000 from the Library Painting/Carpeting budget line and transfer of \$10,000 from the Pio Costa Painting/Carpeting budget line to create a new budget line of \$20,000 in the capital account to cover the cost of the Edmunds Accounting Software Project – motion made by Mr. Allora and seconded by Mr. Tubbs. Motion carried following roll call vote: Ayes: Mayor Gallopo, Mr. O’Dench, Mr. Lefkowitz, Mr. Allora, Mr. Tubbs and Mr. Mazzaccaro; Nay: Mr. King

Mayor Gallopo asked if the Library could use capital funds for consulting fees. Carmen said yes it is permissible because it is part of an accounting software upgrade.

VIII. Adjournment

Motion to adjourn was made by Mayor Gallopo, seconded by Robert Lefkowitz. Meeting was adjourned at 8:45 pm.