STATEMENT: Let the record show that adequate notice of this meeting has been given.

CALL TO ORDER

APPROVAL OF MINUTES

REPORT OF THE TREASURER

RESOLUTION #2018-38
AUTHORIZING PAYMENT OF BILLS
Resolved that the Library Board of Trustees approves payment of Bills to Ratify, New Bills and New Additional Bills as presented.

COMMITTEE REPORTS

Finance

RESOLUTION #2018-39
RESOLUTION AUTHORIZING APPROVAL OF PETTY CASH – PERFORMANCES FUND
WHEREAS, N.J.S.A. 40A:5-21 authorizes a local unit to establish petty cash funds; and

WHEREAS, in order to establish a uniform method of accounting for petty cash funds, which purpose is to pay for certain performance costs provided for the Library, and not associated with the normal processes for the acquisition of materials and services; and

WHEREAS, petty cash funds are not provided for the purpose of circumventing the regular acquisition process; and

WHEREAS, purchase order procedures can be utilized with most vendors when making frequent purchases.

THEREFORE RESOLVED, that the Board of Trustees, Library of The Chathams, County of Morris, authorizes establishment of a revolving petty cash fund in the amount of $2,000 for
which expenditures shall be reported at each board meeting before the fund is replenished to maintain the $2,000 balance; and

BE IT FURTHER RESOLVED that no single payment from the petty cash fund shall exceed $500.00. Each disbursement shall be evidenced by an appropriate voucher. The fund shall be subject to approved accounting procedures and shall be reviewed at the end of each year for audit.

RESOLUTION #2018-40
AUTHORIZING SIGNATORIES

RESOLVED, that authorized payments from The Joint Free Public Library of The Chathams Petty Cash – Performance fund shall require one signature only, which may be any one of the following:

Andrew J. Hollander, Peggy Nelson, Susan Allen, Barb Montague, Karen Brodsky

RESOLVED, that in addition to the above named signees, that Karen Brodsky, Margaret Harvey and Jean McFadden be authorized to transfer funds to this account.

Building and Grounds

Strategic Planning

Morris-Union Federation

Friends of the Library

Personnel

RESOLUTION #2018-41
BOARD OF TRUSTEES OF LIBRARY OF THE CHATHAMS
RECOGNIZING COMMUNICATIONS WORKERS OF AMERICA, LOCAL NO. 1031, AFL-CIO AS BARGAINING AGENT FOR SUPERVISORY EMPLOYEES

WHEREAS, on June 18, 1979, the New Jersey Public Employment Relations Commission (“PERC”) certified the Communications Workers of America, AFL-CIO as the representative for purposes of collective negotiations for a bargaining unit of Library employees defined as: All regularly employed full-time and part-time non-supervisory employees … including professional and non-professional employees, including library assistants, clerical employees and maintenance employees and librarians, but excluding supervisors within the meaning of the Act, the general services head and children’s department head, managerial executives, confidential employees and police; and
WHEREAS, Communications Workers of America Local 1031, AFL-CIO (“Local 1031”) requested the Library voluntarily recognize Local 1031, in accordance with N.J.A.C. § 19:11-3.1(a), as the exclusive representative for a bargaining unit consisting of supervisory Library employees holding the position of Department Head; and

WHEREAS, Local 1031 demonstrated a sufficient showing of interest by presenting authorization cards signed by all five (5) Library employees holding the position of Department Head; and

WHEREAS, the Library Director reviewed the signed authorization cards, in good faith, and the Library is satisfied that Local 1031 is the freely chosen representative of a majority of the employees holding the position of Department Head, and that this group constitutes an appropriate collective negotiations unit of supervisory employees; and

WHEREAS, the Library Director conspicuously posted a notice, where notices to employees are normally posted, for a period of at least ten (10) consecutive days, advising all persons that the Library intends to grant such exclusive recognition to Local 1031, without an election, for a bargaining unit consisting solely of supervisory employees holding the position of Department Head; and

WHEREAS, no other employee organizations have claimed, by a written communication within the year preceding the request for recognition, to represent any of the employees in the supervisory unit, nor has the Library dealt with any other organization, other than Local 1031, within the year preceding the date of the request seeking recognition as the bargaining representative for these supervisory employees; and

WHEREAS, within the ten (10) days’ period of the posting, no other organization notified the Library, in writing or otherwise, of a claim to represent any of the supervisory employees holding the position of Department Head, nor has any organization filed a valid petition for certification of public employee representative with the Director of Representation of PERC;

NOW, THEREFORE, BE IT RESOLVED THAT the Library of The Chathams Board of Trustees, having fully complied with the requirements under N.J.A.C. § 19:11-3.1(b), hereby agrees to recognize CWA Local 1031, AFL-CIO, without the need for an election, as the exclusive bargaining representative for a supervisory unit consisting of employees holding the position of Department Head, or similar title with supervisory job duties and responsibilities comparable to those of a Department Head; and

BE IT FURTHER RESOLVED THAT the Library Director is authorized to notify PERC of this decision and, provided PERC certifies Local 1031 as the exclusive bargaining representative of a supervisory unit of employees as described herein, to commence negotiations towards a collectively negotiated agreement between the Library and with Local 1031.

____________________________________
Andrew J. Hollander, President, Board of Trustees
Date: July 24, 2018

I certify that the above is a true copy of Resolution 2018-41 passed by the Board of Trustees of the Library of The Chathams at its regularly scheduled meeting held on July 24, 2018.

____________________________________
Karen Brodsky, Library Director

DIRECTOR’S REPORT

OLD BUSINESS

NEW BUSINESS

2019 Closing Dates and Board Meeting dates for Borough Calendar

PUBLIC COMMENT
To help facilitate an orderly meeting, and to permit all to be heard, speakers are asked to limit their comments to five minutes.

RESOLUTION: Be it resolved by the Library Board of Trustees that it adjourn to an executive session to discuss the following subject matter without the presence of the public in accordance with the provisions of R. S. 10:4-12: Approval of Executive Session Minutes. The matter discussed will be made known to the public at such time as appropriate action is taken on said matters, and when disclosure will not result in unwarranted invasion of individual privacy or prejudice to the best interests of The Library.

RETURN TO PUBLIC SESSION

ADJOURNMENT