

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
July 27, 2020**

OPEN

Kathleen Policano opened the public meeting at 6:04 P.M. in accordance with New Jersey Open Public Meeting Act.

ROLL CALL

Present: Geraldine Mola, Kathleen Policano, Stacy Mola, Doris Wechtler, Mayor Colletti, and Christine Grezlak (joined late due to difficulty connecting).

Absent: Daniela Buscio and Anthony Iachetti

APPROVAL OF MINUTES

Kathleen Policano made a motion to accept the Feb 24, May 12, and Jun 1, 2020 minutes

First: Geraldine Mola

Second: Stacy Mola

Approved: Geraldine Mola, Kathleen Policano, Stacy Mola, and Mayor Colletti

FINANCIAL REPORTS

Trial Balance and Bill's List

Kathleen Policano made a motion to approve the Trial Balances and Bill's Lists for February, March, April, May, and June 2020.

First: Stacy Mola

Second: Geraldine Mola

Approved: Geraldine Mola, Kathleen Policano, Stacy Mola, and Mayor Colletti

OTHER REPORTS

Kathleen Policano made a motion to accept the Director's Reports, Reference Reports and Circulation Reports from February 2020 to June 2020.

First: Geraldine Mola

Second: Stacy Mola

Approved: Geraldine Mola, Kathleen Policano, Stacy Mola, and Mayor Colletti

CHANGE ORDER

Kathleen Policano made a motion to approve the change order for the redrawing for the building inspector for a total of \$2,000.

First: Geraldine Mola

Second: Mayor Colletti

Approved: Geraldine Mola, Kathleen Policano, Stacy Mola, and Mayor Colletti

BUDGET 2020

There was discussion and clarification by the trustees over the specifics of the budget, how it is displayed, and the difference in figures between 2019 and 2020.

Kathleen Policano made a motion to approve the 2020 Budget.

First: Geraldine Mola

Second: Mayor Colletti

Approved: Geraldine Mola, Kathleen Policano, Christine Grezlak, Stacy Mola, and Mayor Colletti

MEESCAN

There was a discussion about the new BCCLS self checkout app MeeScan that is being provided to all BCCLS Libraries for a year free by BCCLS. Detail was provided about how the app works, its benefits during Covid, the costs involved if the library wants to create a self checkout station with a BCCLS iPad, and the costs involved should the library want to continue service beyond the free year.

Geraldine Mola made a motion to accept the service for the year that it is free and reevaluate at the end of the free year of service.

First: Geraldine Mola

Second: Stacy Mola

Approved: Geraldine Mola, Kathleen Policano, Christine Grezlak, Stacy Mola, and Mayor Colletti

OTHER ISSUES

Geraldine Mola reported on the digitization of old yearbooks and positive reports it had received from other libraries. As part of the Elmwood Park Historical Society she and Jeanne Freitag reached out to Anthony Iachetti and found that the school was missing the yearbooks from 1960 and 1961. The Library will check when it reopens if they have copies of these yearbooks. There will be no expense for this project and the books will be returned along with CDs provided to the library and school with digital copies of the yearbooks.

Geraldine Mola reported she had reached out for more information and to connect with Archivists, specifically the Archivist at Seaton Hall. They were busy now getting the library back up from Covid but will reach out in the future to offer more information and guidance.

PUBLIC COMMENTS

Jeff Freitag (35 Hillman Drive) asked for some further information on MeeScan and wanted to clarify that it was in addition to BCCLS not in lieu of BCCLS. He also asked for confirmation on how the budget works and what happens with any end of the year surplus, he was informed by Kevin that for many years the library had moved any budget surplus over to the building fund to be held secure for the future renovations. He also asked if we had the same auditor as the borough and was informed that we do not. He also asked how the building fund expenses appeared on the bills list and was informed that we have a combined bills list of all expenses.

Jeff also asked for some clarification regarding the redrawing asked for by the building inspector. He also asked after the timeline of finishing the project. There was a discussion by the trustees on what steps still needed to occur to complete the project as well as the current project status and anticipated future progress.

Kathleen Policano thanked Geraldine Mola for the extra work she had done with the yearbooks and the archivist. She also thanked Leanne for the marvelous job she is doing on the summer programs.

Doris asked after how the Hut was doing with reopening. Patron's wearing masks, maximum capacity of the building and social distancing was discussed briefly.

Kathleen Policano adjourned the meeting at 7:05 P.M.