

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
March 21, 2022**

OPEN

Kathleen Policano opened the public meeting at 6:05pm in accordance with the NJ Open Public Meeting Act.

ROLL CALL

Present: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

Absent: None

APPROVAL OF MINUTES

Kathleen Policano called for a motion to approve the February 28, 2022 minutes.

First: Geraldine Mola

Second: Daniela Buscio

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

FINANCIAL REPORTS

Kathleen Policano called for a motion to approve the Trial Balance and Bill's List for February 2022 and January 2022.

First: Daniela Buscio

Second: Stacy Mola

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

OTHER REPORTS

Kathleen Policano called for a motion to approve the Director's Reports, the Reference Reports, the Circulation Reports and the Programs Reports for December 2021 and January 2022

First: Stacy Mola

Second: Geri Mola

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

ITEMS FOR DISCUSSION

1. **Resolution and vote: new circulation staff and substitutes:** Kathleen Policano called for a resolution to hire new circulation staff and substitutes. Jennifer Cullen stated that two new candidates were found. Kathleen Policano called for a motion to approve the two new part-time circulation staff and substitute hires.
First: Geri Mola
Second: Stacy Mola
Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

2. **Resolution and vote: 2022 Budget:** Kathy Policano called for a motion to table the 2022 budget until the April 2022 Board Meeting.
First: Geri Mola
Second: Stacy Mola
Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

3. **Resolution and vote: Petty Cash:** Kathleen Policano called for a resolution to approve the allocation of \$200 in Petty Cash.
First: Geri Mola
Second: Stacy Mola
Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

4. **Resolution and vote: Unattended Child Policy:** Kathy Policano called for a resolution to table the Unattended Child Policy until the April 2022 Board Meeting.
First: Geri Mola
Second: Stacy Mola
Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Daniela Buscio, Anthony Iachetti, Mayor Coletti

OTHER ISSUES

Mayor Coletti asked about the progress of the electrical (floor) outlets. Jennifer Cullen stated an electrician came out to see the floor outlets that aren't being used by plugs to see if the piece of the floor outlet above the floor could be removed so the whole piece would be flush with the floor. Mayor Coletti asked if that was considered the obstacle. Kathy confirmed that was what the patron complained about, all of the floor outlets. Jennifer Cullen stated that the floor outlets in question that were in a walking path were then covered with furniture or a brightly colored floor label where possible.

Mayor Coletti asked if there was a line item in the budget to have the building deep cleaned. Jennifer Cullen said she would look into getting quotes. Jennifer Cullen also stated there would be a window washer coming Wednesday 3/21/2022 but that the mess between two different sections of the window panes was due to a window stripping problem. Mayor Coletti asked about the building's interior glass and

Jennifer Cullen said that window washers would do inside and outside washing of the windows but Maintenance would clean the glass in between major window washes. Kathy Policano agreed with Mayor Coletti that every 6 months a thorough cleaning of the building would be needed.

Landscaping was discussed: would the dpw work on the lawn mowing, snow plowing? Kathy Policano said the town dpw has always done the mowing and the snowplowing of library property. Mayor Coletti said he would look into the dpw to maintain mowing etc. It was also stated that money should be put into landscaping to spruce things up.

PUBLIC COMMENTS

Kathleen Policano opened up the meeting to public comments.

Jeff Freitag asked about the social media post that mentioned the Sunday 3/20/2022 library closing and stated he did not care for how the post was worded. He suggested that Jennifer as the director should speak to the staff member who posted the closing message. Mr. Freitag asked if the staffing issue was addressed and it was. Mr. Freitag asked who said the floor outlets were not right. It was stated one of the first patrons who came into the library after it opened brought it up. Mayor's Alternate Pamela Troisi stated she had tripped on a floor socket at the February 2022 board meeting and told Jennifer about it. Mr. Freitag mentioned electrical code in reference to the floor sockets and both Kathy Policano and Jennifer Cullen stated how the floor outlets had passed inspection and Mr. Freitag suggested that maybe the floor outlets were no good. Kathy Policano asked Mr. Freitag how he liked the new library: he said that all libraries look good when they are first built and agreed that it has to be kept up with: Kathy agreed that it has to be kept up at least every 6 months. Mr. Freitag stated how the old bathrooms were rough before the renovation and the Children's area being separate looks good. Kathy Policano asked Mr. Freitag if he had seen the Young Adult area yet. Mr. Freitag asked when the grand opening would be and Jennifer Cullen stated it would be at the end of April - Kathy Policano asked Superintendent Anthony Iachetti about using the High School band for the Grand Opening.

- Geri Mola asked that the director or president of the board notify the rest of the library board when anything unusual occurs, like the Sunday library closure due to short staffing..
- Mr. Freitag mentioned about what Geri said about the virtual programming and you can pick stuff up at the library then watch the program later (archived or recorded programs)
- Kathy Policano praised the virtual summer programming by Leanne Ross.
- Mr. Freitag mentioned how other libraries show movies and Jennifer Cullen stated she will be getting licenses to show movies at the library. Mr. Freitag mentioned how senior citizens go to certain programs. Geri Mola mentioned covid restrictions in relation to how many people can attend programs.
- Mrs. Freitag praised Leanne's programming and that she hopes programming will return to happening in person. Geri Mola mentioned hybrid programming again.

ADJOURNMENT

Geri moved for adjournment: Meeting adjourned 6:55pm