

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
October 17th, 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, Daniela Buscio, Barbara Marquez, Mayor Colletti, Anthony Iachetti

Absent:

Also present: Pamela Troisi (Mayor's Alternate), Councilwoman Tanisha Dennis

APPROVAL OF MINUTES

Kathy Policano called for a motion to approve the September 19th, 2022 minutes*

First: Mayor Colletti

Second: Stacy Mola

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Daniela Buscio, Barbara Marquez, Mayor Colletti.

Abstained: Anthony Iachetti (absent 9/17/22)

*Jennifer Cullen stated corrections to be made to the October 17th minutes: Jeff Freitag's name was misstated as Glen, Barbara Marquez' grandson was present- not her son, and there was one grammar edit. The minutes were then approved with the corrections.

FINANCIAL REPORTS

Kathy Policano called for a motion to approve the Trial Balance and Bill's List for July 2022 and August 2022

First: Geri Mola

Second: Anthony Iachetti

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Daniela Buscio, Mayor Colletti

Abstained: Anthony Iachetti (absent 9/17/22)

OTHER REPORTS

Kathy Policano called for a motion to approve the Director's Reports, the Reference Reports, the Circulation Reports and the Programs Reports for July and August 2022.

Director's Reports:

First: Geri Mola

Second: Stacy Mola

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Mayor Colletti

Abstained: Anthony Iachetti (absent 9/17/22)

Abstained: Daniela Buscio (absent 9/17/22)

Reference Reports:

First: Mayor Colletti

Second: Daniela Buscio

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Mayor Colletti

Abstained: Anthony Iachetti (absent 9/17/22)

Abstained: Daniela Buscio (absent 9/17/22)

Stacy Mola asked Jennifer Cullen what specifically makes up the Reference Statistics and asked for the statistics to be broken down with more detail. Teen programming and attendance was also discussed. Geri Mola asked about the amount of video games being ordered and asked if that ordering was finished yet. Jennifer Cullen explained that the ordering of video games would be ongoing since it is a popular thing for libraries to have and we are building our collection. Evidence of video game use is located in the circulation report.

Circulation Reports:

First: Geri Mola

Second: Anthony Iachetti

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Mayor Colletti

Abstained: Anthony Iachetti (absent 9/17/22)

Abstained: Daniela Buscio (absent 9/17/22)

Programs Reports:

First: Stacy Mola

Second: Mayor Colletti

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Mayor Colletti

Abstained: Anthony Iachetti (absent 9/17/22)

Abstained: Daniela Buscio (absent 9/17/22)

Geri Mola asked if it was possible to have virtual programs for adults held after 6:00pm, perhaps 7pm or 7:30pm to make it easier for people to attend at home and also asked about having more programs for adults with speakers. Jennifer Cullen stated she had looked into alcohol use at a library program and that Michael Foligno had assisted her in collecting the approval information for a Paint and Sip program.

ITEMS FOR DISCUSSION

- **Oath of Office: Barbara Marquez:**
Mayor Colletti welcomed new trustee Barbara Marquez and swore her in with the oath of office.
- Kathy Policano formally recognized Tanisha Dennis as being present and thanked her for attending the meeting.
- **Resolution - Permanent Appointment of Jennifer Cullen as Library Director:**
Kathy Policano made a resolution to appoint Jennifer Cullen as the permanent Library Director.
First: Kathy Policano
Second: Barbara Marquez
Approved:
Kathleen Policano: Yes
Geraldine Mola: stated she would prefer to abstain but she voted Yes
Stacy Mola: stated for the record she was part of the personnel committee involved with the interviews but was not part in this evaluation and she will vote Yes
Daniela Buscio: Yes
Barbara Marquez: Yes
Mayor Colletti: Yes
Anthony Iachetti: Yes

- **Brick Wall at the Parking Lot Entrance: Lighting/Electrical- quote update** Jennifer Cullen stated the electrician was still reworking the quote so there is no new quote as of right now. Stacy Mola questioned the need for a spotlight on the brick wall since there are strategically placed lights already in place.
- **Open House on October 22:** Kathy Policano stated the hours of the open house are 12pm-5pm and that she hoped to see all of the board members there and that there are programs for kids and adults set up and the art department from the high school will be lending student artwork to be displayed. Geri Mola asked about the registration numbers for the scheduled programs. Geri Mola wanted to state for the record that the dedication of the library will be postponed: no date has been chosen yet.
- **Mobile Hotspots and Laptops for In-House Lending** Jennifer Cullen spoke about a company called TechSoup that offers discounted hardware (laptops, hotspots) and software (microsoft office) to non-profit businesses. Patrons could check out a hotspot to borrow from the library and laptops could be borrowed within the library building.
- **Online Resources on Website:** Jennifer Cullen described various online resources that could be added to the library's website and what their cost would be, if any. There are resources the library patrons already have access to through the NJ State Library or BCCLS that just need to have links added more prominently to the website. These links will be displayed better when the website is redesigned.
- **Application/Waiver and Liability for Volunteer Program - update** Jennifer Lazidis provided an updated teen volunteer packet which Jennifer Cullen included in the board's meeting packet. Any grammatical errors in the document were fixed but Geri Mola recommended the Volunteer Waiver and Release of Liability be separated. Pending those separations the document would be approved by the Board.

Kathy Policano called for a motion to approve the Application/Waiver and Liability for Volunteer Program as amended:

First: Geri Mola

Second: Kathy Policano

Approved: Kathleen Policano, Geraldine Mola, Stacy Mola, Barbara Marquez, Daniela Buscio, Anthony Iachetti, Mayor Colletti

- **Website Redesign Revisit** Jennifer Cullen asked the board members if they had any suggestions or preferences for the website redesign based on the information received at the last meeting. There were no comments at the time.

OTHER ISSUES

- Kathy Policano spoke about two previously made resolutions: (1/25/2020): A motion was put into place by Kathleen Policano to approve the change order for lettering "Mayor Richard A. Mola" above the lettering for Elmwood Park Public Library for \$6,979 and (9/19/2022) a motion was put into place to have the building's lettering read "Richard A Mola Public Library" with quotes for the lettering changes still being worked on. Kathy Policano said a decision had to be made to rescind the first resolution and remove the extra lettering "Mayor" and "Elmwood Park" or rescind the second motion and keep the lettering as is. The board discussed whether or not to keep the title "Mayor" as part of the lettering and library naming rules were also discussed. Kathy Policano said she would speak with the contractor about the lettering. Geri Mola shared an image of the proposed plaque for the building dedication. The final copy for the plaque would have to wait until the wording of the library's title is decided. It was decided to table the discussion until the next meeting.

PUBLIC COMMENTS

- Jeff Freitag asked about revising the motions and also the title of the library, what could or could not be included as well as what other libraries are called (community name vs person's name). Mr. Freitag also asked if there was a statute for the naming, Kathy Policano stated that there are statutes and she had spoken to a lawyer about the naming.
- Jeff Freitag asked about the library's discussion to possibly have a Children's Librarian and asked if there was a certification to be a Children's Librarian. Jennifer Cullen said that in order to have the title of Children's Librarian, a person had to have the certification of an MLS (Masters in Library Science). Jennifer said that any staff member can tend to the room but to be the Children's Librarian the person needed the degree. Mr. Freitag asked if the person currently running children's programming had the MLS and Jennifer Cullen said no, that there is more to the Children's Librarian position than just running programs.
- Jeff Freitag asked about adult programming attendance. Jennifer Cullen said that adult programming is a work in progress and that the library is working with the community to find out what types of programs they would like to see. Mr. Freitag also asked about virtual programs.
- Jeff Freitag asked about the structure of the building where the library's name is attached and if the idea of a some sort of cover would work rather than removing and replacing letters.
- Tanisha Dennis asked about volunteer programming and Kathy Policano referred to the student volunteers for teens and also the Easter Seals volunteer program that were referred to the director by Trustee Barbara Marquez.

ADJOURNMENT

Kathy Policano called for adjournment: Meeting adjourned 7:07 pm