

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
June 26, 2023**

OPEN

President G. Mola opened the public meeting at 6:01 p.m. in accordance with the NJ Open Public Meeting Act.

ROLL CALL

Present: Daniela Buscio, Mayor Robert Colletti, Barbara Marquez, Geraldine Mola, Stacy Mola

APPROVAL OF MINUTES

G. Mola called for motion to accept the meeting minutes of May 15, 2023 meeting as written. Motion by S. Mola

Second: B. Marquez

Motion passed unanimously.

FINANCIAL REPORTS

Motion by S. Mola to authorize May bills in the amount of \$11,503.50.

Second: B. Marquez

Motion passed unanimously.

Motion by S. Mola to cancel the Viking Pest Control contract immediately and have the maintenance staff, who controlled this issue in the past, continue to monitor and handle issues that may arise.

Second: R. Colletti

Motion passed unanimously.

S. Mola stated the ongoing need for temporary moratorium on purchasing young adult and children's books because of overspending. Director confirmed moratorium until at least August.

Questions were raised on the issue of processing fees and the lack of funds in this line item. Discussion ensued regarding this issue.

Questions were raised regarding what member of staff purchases books on CD. Director stated that books in this format are on automatic purchase and will look into changing this subscription to one in which she will select the book titles. She explained all information had been going to an old email address.

There was a discussion on the issue of Zoom, including method of payment and whether to continue with the platform for virtual programming. Director will ask L. Ross to report number of people attending programs on Zoom in her monthly program reports.

PRESIDENT'S REPORT

G. Mola reported she spent a considerable amount of time conferring with Civil Service during the month and details will be reviewed at the Executive session.

STAFF REPORTS

Director's Report

G. Mola asked if there were decisions made following the discussion with staff regarding program cancellations. Director said no decisions were made.

S. Mola suggested that the web contract with AirGov be extended. Director will extend for another six months.

Director reported that she received an email from Nancy Levin regarding memorial tree and agrees the tree should be planted in the Fall.

Director notified the board of an invitation by BCCLS to host its Community Circle Committee meeting at the Elmwood Park Library on July 19 from 10 a.m.-11:30 a.m.

Motion by S. Mola to accept invitation to host BCCLS committee meeting.

Second: R. Colletti

Motion passed unanimously.

Circulation Report

G. Mola noted that staff member K. Neary attended a virtual BCCLS meeting, in addition to only the Director attending BCCLS meetings.

Reference

There were questions about the volunteer program, including the reason for crediting an 8th grader for tutoring, under whose supervision this occurred and the subject matter of said tutoring.

Programs Report

Motion by R. Colletti to establish program policy requiring minimum 10 people for paid (vendor) programs and 48 hour registration deadline.

Second: S. Mola

Motion passed unanimously.

Committee Report - Local Archives

G. Mola reported that during the past two months, Marissa Figlar, Archives Technician, has been working on newspapers, scrapbooks and maps and the project is going well. A 6-month Interim Report for the grant received by the library was required by Bergen County and has been submitted with the help of Curator Heather Garside.

OLD BUSINESS

Borough Administrator Foligno will coordinate with vendor for new sign to hang in front of current signage in order to hide ghost image of existing lettering. New rendering for signage will be provided along with consultation with architect regarding soffit suitability and mounting suggestions, etc.

Director introduced the concept of a Repair Café and will continue to research this idea.

Resignation of Part time employee Alexander Lidwin effective July 22, 2023.

Motion by R. Colletti to accept resignation.

Second: D. Buscio

Motion passed unanimously.

Board Minutes - Secretary stated she will not be able to continue preparing meeting minutes

Director will investigate if any staff will be willing to do minutes. This will be a paid job.

Board members can look into possible candidates and Director will look into BCCLS resources.

PUBLIC COMMENTS

Jeanne Freitag (35 Hillman Drive, Elmwood Park) commented on adult library programs, including the upcoming writing program and floral arranging program.

Jeff Freitag (35 Hillman Drive, Elmwood Park) commented on options for livestreaming programs, new signage and cancellation of programs / minimum number of persons policies.

EXECUTIVE SESSION

Motion by R. Colletti to go to Executive Session.

Second by B. Marquez

Motion was approved by general consent.

FURTHER BUSINESS

Motion by R. Colletti to reconvene.

Second: D. Buscio

Motion approved by general consent by all in attendance: D. Buscio, R. Colletti, B. Marquez, G. Mola,

G. Mola called for motion to ratify layoffs for 2 employees as approved by Civil Service.

Moved: B. Marquez

Second: S. Mola

Motion passed unanimously.

G. Mola called for motion to authorize adjustment in hourly wages of Library Assistant as needed in the Restructure Plan.

Moved: D. Buscio

Second: B. Marquez

Motion carried unanimously.

Resolution to hire Jennifer Groezinger for the position of children's librarian at an annual salary of \$58,000.00.

Motion by R. Colletti.

Second: D. Buscio

Motion passed unanimously.

Motion to deny monetary gift cards as prizes as part of the summer reading program.

Motion passed unanimously.

Mayor Colletti suggested that reading program winners be presented with Mayor's certificates at a public Council Meeting with the idea that certificates would have more impact for winners than monetary gifts.

Motion to adopt revised policies regarding Board of Trustees.

Moved: R. Colletti

Second: D. Buscio

Motion passed unanimously.

ADJOURN

President adjourned the meeting at 8:32 p.m.