

RICHARD A. MOLA PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
May 20, 2024

OPEN

President Geraldine Mola opened the public meeting at 6:04 p.m. in accordance with the NJ Open Public Meeting Act.

ROLL CALL

Present: Kathleen Policano, Barbara Marquez, Stacy Mola, Daniela Buscio, Anthony Iachetti, Mayor Colletti, and Geraldine Mola.

EXECUTIVE SESSION

Geraldine Mola called for a motion to go into Executive Session.

Motion: Mayor Colletti

Second: Stacy Mola

Motion passed unanimously.

Kathleen Policano moved to reconvene the meeting

Second: Mayor Colletti

Motion passed unanimously.

APPROVAL OF MINUTES

Geraldine Mola called for a motion to accept the minutes of the April 15, 2024 meeting.

Motion: Kathleen Policano

Second: Daniela Buscio

Motion passed unanimously.

FINANCIAL REPORTS

Treasurer Stacy Mola will be seeking clarification from the bookkeeper on a few items on the Bills List.

Motion by Treasurer Stacy Mola to authorize April 2024 Bills in the amount of \$26,408.36 after making deductions of questioned items.

Second: Daniela Buscio

Motion passed unanimously.

PRESIDENT'S REPORT

Geraldine Mola informed the Trustees that the new Adult Services Librarian had begun last

month. She met with Geraldine Mola and Kevin Neary for orientation and was given materials regarding job duties.

Geraldine Mola informed the Trustees the new water fountain had been purchased and installed on the second floor. The old water fountain has been removed and its location in the children's room has been freed up for other use. The room formerly used as the Director's Office should be converted to a second programming room soon. The renaming plaque has arrived and been installed in the front of the building. Finally the third shelving unit for the Archives has been ordered, delivered and installed.

STAFF REPORTS

Kathleen Policano commented that she was impressed with the Youth Services Report. Geraldine Mola commented positively on the work done but mentioned the need to sign their names.

Geraldine Mola called for a motion to accept the Circulation, Adult Services, Archives, and Youth Services Reports from April 2024.

Motion: Anthony Iachetti

Second: Kathleen Policano

Motion passed unanimously.

COMMITTEE REPORTS

Personnel

Geraldine Mola reported the Director search is still ongoing. An application had been received and an interview would be scheduled.

Website

Stacy Mola reported she had met with the designer to deal with glitches. The "Richard A. Mola Library" website domain will probably need to be purchased and fed into the current domain. Stacy Mola informed the Trustees that Kevin Neary had set up an Admin email account. This is to avoid future issues where the library would be troubled accessing accounts that were associated with an individual's work email when they left.

UNFINISHED BUSINESS

Geraldine Mola reported to the Trustees that the Children's Room designs from Janice Davis were coming closer, but agreement had not yet been reached on a certain piece that would be added to the room. She hopes by the June Board Meeting that this could be finalized and agreed upon at a Zoom meeting and that final sketches could be presented to the full Board.

Geradine Mola reported she had been in contact with Hertz Furniture regarding changes and moving within the room. One or two things might have to be purchased to properly end the shelving. Further detail will be provided next month.

Geraldine Mola asked Greg Witkowski to present details on the basement to the Trustees. Greg passed on detailed information from the Mazzone Plumbing on the basement and sump pump project. The Trustees briefly asked questions on details.

Geraldine Mola called for a motion to authorize Mazzone Plumbing to raise sump pumps off the ground at a cost of \$2,550.00

Motion: Anthony Iachetti

Second: Mayor Colletti

Motion passed unanimously.

Geraldine Mola informed the Trustees that Kevin Neary had prepared a document on floor electrical outlets not currently in use that could be sealed. This document was passed around for the Trustees to view.

Geraldine Mola reported that P.B. Roofing, sent by the Borough Administrator, had informed her they had created a quote to address the roof's issues. At the time of the Board Meeting that quote had not yet been received, it will have to be considered next month. Garland Roofing had also examined the roof, they believed the roof is in good condition and the water is coming from the HVAC Unit. Tremco asked for contact information for the architect and roofing contractor which was sent on April 29th, but she had not heard back from them.

NEW BUSINESS

Geraldine Mola informed the Trustees two employee complaints were investigated, reviewed by the Board, and decisions were made by the Board. Employees involved will be notified.

The Trustees discussed the Library's Summer Hours.

Geraldine Mola called for a motion for Summer Hours to run for the months of July and August.

Motion: Kathleen Policano

Second: Stacy Mola

Motion passed unanimously.

Geraldine Mola mentioned that policy on grievances (page 4-9) has to be deleted and the policy updated to comply with current law.

Geraldine Mola called for a motion to update the policy to delete the section on grievances.

Motion: Kathleen Policano
Second: Barbara Marquez
Motion passed unanimously.

The Trustees discussed the DVD carousels and what to do with the empty carousel. Anthony Iachetti will find out if the school can use them. The Trustees briefly discussed the collection, purchasing, and weeding. Stacy Mola discussed the possible moving of Media to the second floor.

Stacy Mola informed the Trustees that the plexiglass barriers from Covid are no longer required and that a lot of libraries had removed them. The Trustees discussed the removal and storage of these items.

Stacy Mola made a motion to decommission the three plexiglass partitions and put them into storage.

Second: Kathleen Policano
Motion passed unanimously.

Geraldine Mola informed the Trustees that the craft programs run by Laura Leider are more complex and more costly in terms of supplies than craft programs of the past. Laura has been charging about \$5.00 to attend these craft programs, and patrons are not unhappy with this. The new Adult Services Librarian Anne Rolling is proposing some vendor programs where supplies are included in the vendor fee, so there is at this time no additional cost to patrons. Laura asked how the library wishes to fairly implement this. The Trustees discussed different possibilities such as price caps policies, guidelines, and adding fees to vendor programs. More information will be gathered on this topic.

PUBLIC COMMENTS

Jeanne Freitag (35 Hillman Drive, Elmwood Park) commented on the types and attendance of the Children's and Young Adult programs. She also commented on the adult programming supply budget, amount charged for craft programs, and the adult programs offered. Jeanne also inquired after the notary service and was able to provide information on this topic. She also enquired after the difference between Adult and Senior crafts. She provided information about the operation of the Adult Book club. She complimented the fliers and their addition to social media, but inquired after sending Adult Programming information by email. Finally she sought clarification on the hours increase comment in the Circulation Report.

The Trustees briefly discussed the programming offerings, they had a longer discussion on programs related to Pokemon Cards and Real IDs. Daniela Buscio asked for more information on the Children's Summer Reading Program.

Jeffrey Freitag (35 Hillman Drive, Elmwood Park) provided the Trustees with examples of simple program contests he had seen elsewhere.

ADJOURNMENT

Geraldine Mola adjourned the meeting at 7:55 pm.