

**ELMWOOD PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING  
November 16, 2020**

**OPEN**

Kathleen Policano opened the public meeting at 6:06 P.M. in accordance with New Jersey Open Public Meeting Act.

**ROLL CALL**

**Present:** Kathleen Policano, Geraldine Mola, Stacy Mola, Christine Grezlak, Anthony Iachetti, and Mayor Colletti.

**Absent:** Daniela Buscio.

**APPROVAL OF MINUTES**

Kathleen Policano called for a motion to approve the October 19, 2020 minutes

First: Geraldine Mola

Second: Anthony Iachetti

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

Geraldine Mola commented that the minutes should reflect that the Chair is calling for a motion instead of making a motion. The Minutes will reflect that correction going forwards.

**FINANCIAL REPORTS**

**Trial Balance and Bill's List**

Kathleen Policano called for a motion to approve the Trial Balances and Bill's Lists for October 2020.

First: Geraldine Mola

Second: Stacy Mola

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

**OTHER REPORTS**

Kathleen Policano called for a motion to accept the Director's Reports, Reference Reports and Circulation Reports from October 2020.

First: Geraldine Mola

Second: Christine Grezlak

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

**2021 HOLIDAY CLOSINGS AND 2021 BOARD MEETING DATES**

Kathleen Policano called for a motion to accept the 2021 Holiday Closings Dates and 2021 Board Meeting Dates.

First: Christine Grezlak

Second: Geraldine Mola

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

## **GRANTS**

Kathleen Policano spoke briefly about the grants that had been recently been awarded to other libraries, and how when we had went to apply for this grant we were too late. Provided to the trustees in their packets was the information that would need to be provided for the next application. This would have to be for a new project as it can't be applied to a project that is already in process. The trustees discussed the possibility of an addition.

## **BUILDING UPDATE**

Kathleen Policano reported when she had last visited, the trench had been filled in except for the last 5 feet, which is where she believes some electricity has to be hooked up. She understands that the Elmwood Park inspector has approved everything from the last time the Board met. Also PSE&G should arrive at the library soon, but they haven't given her a date yet. The contractor tentatively believes they should be complete before the end of two months.

Mayor Colletti shared an email from Anthony Ambrogio the Borough Building Inspector he received on the 14<sup>th</sup>. Anthony asked Joe Dymarczyk the Borough Electric Inspector to reach out to the Library's Electrical Contractor. Joe was able to speak with both the Electrical Contractor and the General Contractor and he learned that the electric underground service conduit could not be installed in till the underground fire service line was completed and backfilled as it is installed over the top of that line. Now that the fire service line has been installed, inspected, and backfilled the electric conduit can be installed. What they are waiting for from Public Service was the CT and Meter Pan for the service. Once they have that equipment they will install and call for inspection. After the work has been inspected and passed, they will issue the Cut-in Card, so Public Service can turn on the power. Mayor Colletti clarified this was work that could not have been done until the issue with the Fire Service Line was completed.

Mayor Colletti commented that he had inspected the trench himself. He saw that it had been compacted properly but he was concerned about the moisture in the soil. As moisture leaves the soil the volume shrinks so he was concerned that with the current damp weather the soil wouldn't have time to dry properly. He also recommended not paving that side (right side when facing the building) of the Library until the spring to allow for the trench to settle, and working around it until then.

## **OTHER ISSUE**

Christine Grezlak questioned whether Covid preparations had been included in the furniture arrangements. Kevin Neary clarified that it had not. Kevin was asked to estimate our needs, look into, and order more dividers for the new building to prevent a backorder from causing a delay. There was further discussion that once the contractors have completed there will still be work to do and time spent to get the building ready to open. Mayor Colletti commented that the Borough employs a Grant organization that works to find grants for the town. With permission from the Board, Mayor Colletti will ask them to look for Library Grants for us as well.

## **PUBLIC COMMENTS**

-None.

Kathleen Policano adjourned the meeting at 6:29 P.M.