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**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
February 27, 2023
Transcribed by Kevin Neary**

OPEN

Geraldine Mola opened the public meeting at 6:37pm in accordance with the NJ Open Public Meeting Act.

ROLL CALL

Present: Geraldine Mola, Kathleen Policano, Stacy Mola, Mayor Colletti, Pam Troisi - Mayor's Alternate

Absent: Daniela Buscio, Barbara Marquez (arrived late), Anthony Iachetti (arrived late)

APPROVAL OF MINUTES

Geraldine Mola reported on changes that needed to be made to the minutes from January 23, 2023.

Geraldine Mola called for a motion to approve the January 23, 2022 minutes as amended.

First: Kathleen Policano

Second: Stacy Mola

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

PRESIDENT'S REPORT

Standing Committees were appointed:

Budget and Finance Committee: Stacy Mola (Chair), Geraldine Mola

Building and Grounds: Mayor Colletti (Chair), Kathleen Policano

Personnel: Barbara Marquez (Chair), Stacy Mola, Geraldine Mola

Policy and Planning: Geraldine Mola (Chair) and 5 other Trustees expressed interest.

Special Committees will be:

Teen Program Development: Kathleen Policano (Chair), Barbara Marquez, Daniel Buscio

Website: Stacy Mola (Chair), Geraldine Mola, Barbara Marquez

FINANCIAL REPORTS

Geraldine Mola called for a motion to approve the Trial Balance and Bill's List of \$36,703.78 for January 2023.

First: Kathleen Policano

Second: Anthony Iachetti

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

Stacy Mola updated the Trustees on the procedure for outgoing checks. She also called attention to a specific order from Poland that she asked be canceled over issues with payment.

Stacy Mola also mentioned that previous Boards had refrained from developing a foreign

language collection to avoid debate over which language to select. Jennifer Cullen expressed interest in revisiting this issue, for now foreign language materials can be requested in BCCLS.

The Board briefly discussed a purchase of face masks for staff. The Board had a discussion about the 2023 Budget and book purchasing. The Treasurer reported that book purchases to date far exceeded anticipated costs, noting that in only six weeks, twenty-five percent of last year's full budget allotment for books was already spent. She requested that staff cut back spending in this category and purchase more carefully.

OTHER REPORTS

Jennifer Cullen briefly brought the Trustees attention to new YA programming and library attendance numbers.

Geraldine Mola asked for clarification regarding the covering of the children's room. The Trustees asserted that they want a staff member covering the children's room at all times.

Geraldine Mola asked for more information to be provided on the volunteer programs; what work is being assigned, how many volunteers at a time. There was discussion over payment of fingerprinting for volunteers. Trustees also discussed the YA programming numbers as well as the grab-and-go craft.

Geraldine Mola called for a motion to accept the Director's Reports, the Reference Reports, the Circulation Reports and the Programs Reports for January 2023.

First: Kathleen Policano

Second: Stacy Mola

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

ITEMS FOR DISCUSSION

Geraldine Mola read the resolution to transfer \$40,000 from the Operating Account to the Building Fund restricted for the purpose of capital expenses.

Geraldine Mola called for a motion to accept the resolution to transfer funds.

First: Kathleen Policano

Second: Barbara Marquez

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

Geraldine Mola requested that the proposed budget for 2023 be sent to the chair of the Budget and Finance Committee so that they may begin to work on it. Geraldine Mola briefly spoke about the committees, with further details into the Policy and Planning Committee and existing policies.

Gerladine Mola updated the Trustees on the Archival Room project, including details about a consultant proposal. The Trustees had a discussion on the details of the proposal, the possibility of hiring a consultant and a temporary archival worker, and training of archival volunteers.

Geraldine Mola called for a motion to approve moving forwards on this project.

Kathleen Policano moved to start a program with Heather Garside and Marissa Fleger to begin as soon as possible.

First: Kathleen Policano

Second: Barbara Marquez

Mayor Colletti asked for clarification regarding the specific services being delivered by the consultant. He also requested more information on the fees/additional services from the consultant.

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

Jennifer Cullen informed the trustees about needed paperwork to update the Library's bank signatories.

PUBLIC COMMENTS

Jean Freitag (35 Hillman Drive) commented on the good reception of a recent adult program as well as the weekend movie program. She also updated the trustees upon the library's book club turnout.

Jeffery Freitag (35 Hillman Drive) commented on the Trustees earlier discussion regarding the grab-and-go crafts.

ADJOURNMENT

Geraldine Mola called for a motion that the Board go into executive session

First: Mayor Colletti

Second: Kathleen Policano

The motion was approved by general consent.

After the closed session, the meeting was recalled to order.

There being no further business, the President adjourned the public meeting at 9:15pm.

