

ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MINUTES OF MEETING
May 15, 2023

OPEN

President G. Mola opened the public meeting at 6:07 pm in accordance with the NJ Open Public Meeting Act.

ROLL CALL

Present: Geraldine Mola, Kathleen Policano, Stacy Mola, Anthony Iachetti, Pam Troisi (Mayor's Alternate)

Absent: Daniela Buscio, Barbara Marquez (arrived late), Mayor Colletti (arrived late)

APPROVAL OF MINUTES

Geraldine Mola called for a motion to approve the April 17, 2023 minutes as amended.

First: S. Mola

Second: Policano

Motion passed unanimously.

Policano suggested that minutes be taken by the Secretary of the Board instead of the Library Director.

FINANCIAL REPORTS

The President noted the new Budget Comparison Sheet

The Treasurer requested there be a moratorium on purchasing children and young adult books because of prior overspending. Director Cullen suggested an initial two-month moratorium be put into effect.

G. Mola called for a motion to approve the Trial Balance and Bills List for April 2023 of \$34,282.36

First: Policano

Second: S. Mola

Motion passed unanimously.

PRESIDENT'S REPORT

- Trustee Development: 7 hours of Trustee attendance at related library seminars and meetings are required to qualify for state funding. The President requested that the Director keep a record of attendance at such events.
- Strategic Plan – required. The Board should address at some point in the future, after policies have been updated.
- Fire Official Steven Kochik visited the Library to assess a number of areas:
 - o Children's Room- Temporary Permit issued, to be used only for programs, that will allow up to 35 occupancy.
 - o Reference Desk - Must be pushed back at least 18 inches to be ADA compliant.

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- Archives Room – Can only be used for a storeroom only and should not be set up as a permanent office.

STAFF REPORTS

Director's Report – G. Mola asked for an explanation regarding the flooding issue of Friday, April 21, 2023. Director informed that there was a clog in the sump pump, which burned out the sump pump motor. Because the water was close to electrical work, an electrician and plumber were needed to resolve the problem.

Circulation Report – G. Mola questioned the fact that volunteers had shifted books out of order and that the circulation department had to correct the problem. Mola also questioned the magazine policy. She requested that the Library keep a full year of back issues of magazines.

Programs Report – G. Mola requested that the venue be included on the programs reports. She noted that on 3 April, a children's program was cancelled last-minute because staff was needed to give library tour to elementary students. It was suggested by G. Mola that scheduled programs should not be cancelled on short notice. Other arrangements should have been made, including having another librarian on staff assist with tours.

Reference Report

Regarding the volunteer program, G. Mola reiterated the program allows for only one volunteer at a time in the library. The Reference report indicates otherwise. Preference should be given to older students rather than 8th graders. S. Mola asked for a better description of duties of the volunteers.

Archives Committee Report

Archival staff member is currently dividing items and will continue to assess the collection before anything else is brought in. The off-site Curator will be meeting with Archivist, Director and President re progress in the local history room.

G. Mola called for a motion to accept the Director's Report, Circulation Report, Programs Report, Reference Report and Archives Project Report.

First: Policano

Second: Colletti

Motion carried unanimously.

ITEMS FOR DISCUSSION

Director was asked about the status of the proposed library event with police officers. She explained it will not occur this month because of lack of communication with the police department.

Director reported that the library received a bequest in the amount of \$10,000 for the library from the late Lorraine Gogolen, of Elmwood Park.

Building signage – G. Mola stated that the borough engineer will be providing specs to the Board so a proper request for bids can be made.

Motion by Mayor Colletti to remove the word "Mayor" from building and other signage.
Library hereafter is named Richard A. Mola Public Library.
Second: Barbara Marquez
Motion passed unanimously.

G. Mola stated that a new library logo will need to be created.

PUBLIC COMMENTS

Jeanne Freitag (35 Hillman Drive, Elmwood Park) commented on library programs and whether there may be interest by the Board for a Friends of the Library.

Jeffrey Freitag (35 Hillman Drive, Elmwood Park) commented on the Trustees' earlier discussion of the sump pump issue and inquired whether an alarm can be obtained to warn of flooding.

EXECUTIVE SESSION

Geraldine Mola called for a motion that the Board go into Executive Session.
First: Mayor Colletti
Second: Stacy Mola
The motion was approved by general consent.

FURTHER BUSINESS

Mayor Colletti made a motion to reconvene
Second: Policano
Motion approved by general consent.

G. Mola called for a motion to approve the plan for Restructure.
First: S. Mola
Second: Marquez
Motion passed unanimously.

G. Mola called for a motion to adopt the employee policies as amended.
First: Marquez
Second: Colletti
Motion passed unanimously.

ADJOURN

President adjourned the public meeting at 8:48 pm.

