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**ELMWOOD PARK PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
MINUTES OF MEETING  
October 16, 2023**

**OPEN**

President Geraldine Mola opened the public meeting at 6:08 p.m. in accordance with the NJ Open Public Meeting Act.

**ROLL CALL**

**Present:** Katleen Policano, Barbara Marquez, Stacy Mola, Daniela Buscio, Pamela Troisi (Mayor's Alternate), Anthony Iachetti, Geraldine Mola

**Absent:** Mayor Colletti

**APPROVAL OF MINUTES**

Geraldine Mola called for a motion to accept the minutes of the September 18, 2023 meeting.

Motion: Stacy Mola

Second: Kathy Policano

Motion passed unanimously.

**FINANCIAL REPORTS**

Treasurer Stacy Mola updated the Trustees as to the elimination of automatic orders for the Reference Books line item. Stacy Mola also informed the Trustees about the creation of a purchase request form.

Geraldine Mola called for a motion to approve the Purchase Request Form.

Motion: Anthony Iachetti

Second: Kathy Policano

Motion passed unanimously.

Motion by Stacy Mola to authorize September 2023 bills in the amount of \$11,409.19.

Second: Kathy Policano

Motion passed unanimously.

**PRESIDENT'S REPORT**

Geraldine Mola informed the Trustees that she had submitted a Declaration of Intent to apply for a 2024 History Grant from Bergen County. The actual grant application will take place in November.

Geraldine Mola reported that she sent a memo to the interim Directors and Jennifer Lazidis advising them on the change from Reference to Adult Services. Gerladine Mola reported about a

memo sent to the Children's Librarian regarding Youth Services. She continued by providing information on the criteria of the Evaluation Form for the Children's Librarian.

### **CORRESPONDENCE**

Geraldine Mola called for a motion to approve the Resignation of Eva Aleksovski.

Motion: Kathy Policano

Second: Stacy Mola

Motion passed unanimously.

### **STAFF REPORTS**

Bobbie Protono provided information about a proposed Library Visit Counter.

Geraldine Mola called for a motion to purchase the Library Visit Counter at a cost of \$40.

Motion: Pamela Troisi

Second: Daniela Buscio

Motion passed unanimously.

There was a brief discussion about the previous roof leak, it had not reappeared since action was taken to remedy. Clarification was provided involving the reference weeding task being undertaken by staff.

Geraldine Mola called for a motion to rehire Theresa Maluszczak, who was laid off in August, at her former salary retroactive to October 12, 2023.

Motion: Kathy Policano

Second: Stacy Mola

Motion passed unanimously.

Geraldine Mola called for a motion to accept the Director's, Circulation, Adult Services and Children's Reports from September 2023.

Motion: Kathy Policano

Second: Daniela Buscio

Motion passed unanimously.

### **COMMITTEE REPORTS**

#### **Archives**

Geraldine Mola updated the Trustees about purchases made from Amazon including primary shelving. This will empty the Amazon account and upon receipt of the order the account can be closed. Stacy Mola provided an overview of the difficulties involved in preparing to close the account. The Trustees discussed the Amazon account issues. Kathy Policano asked if the archival project included the extra material held by Geraldine Mola. Geraldina Mola clarified that only the Historical Society Material had been worked on thus far.

### **UNFINISHED BUSINESS**

Kevin Neary has agreed to prepare the minutes monthly provided he can continue working off the recording.

### **NEW BUSINESS**

Stacy Mola brought the trustees a proposal to have landscaping maintenance performed before the winter. Bobbie Protono mentioned that the donated tree had been planted.

Stacy Mola made a motion to complete the landscaping maintenance with Imad Barouk for \$200.

Second: Anthony Iachetti

Motion passed unanimously.

The trustees briefly discussed snow removal and the DPW.

Stacy Mola questioned the Library's current newspaper offerings and expressed interest in expanding these offerings. Bobbie Protono provided more details on what had been done previously. The Trustees discussed the newspaper stand as well as virtual offerings. The Trustees will gather more information and discuss further.

### **PUBLIC COMMENTS**

Jeffrey Freitag (35 Hillman Avenue, Elmwood Park) asked for clarification regarding landscaping and irrigation. He also asked for clarification on the purchasing of newspapers.

Jeanne Freitag (35 Hillman Avenue, Elmwood Park) thanked the Trustees for the backup and complimented the minutes. She asked after the status of the Library Director search.

### **EXECUTIVE SESSION**

Geraldine Mola called for a motion to close meeting for Executive Session at 6:42 pm

Motion: Kathy Policano

Second: Daniela Buscio

Motion passed unanimously.

### **FURTHER BUSINESS**

Motion made by Kathy Policano to reconvene at 7:43pm.

Second: Daniela Buscio

Motion passed unanimously.

Resolution to upgrade Kevin Neary's title from Supervising Library Assistant to Librarian 2/Technical Support Specialist with an increase in salary of 2.5% beginning immediately was read by Geraldine Mola.

Motion made by Barbara Marquez to accept the resolution

Second: Daniela Buscio

Motion passed unanimously.

Resolution to contract with Library Development Solutions to provide professional consulting services in connection with the recruitment and hiring of a new Library Director was read by Geraldine Mola.

Motion made by Kathy Policano to accept the resolution

Second: Anthony Iachetti

Motion passed unanimously.

Resolution to close the Library on Sunday until such time that staff is increased was read by Geraldine Mola.

Motion made by Kathy Policano to accept the resolution

Second: Barbara Marquez

Motion passed unanimously.

#### **ADJOURNMENT**

President Geraldine Mola adjourned the meeting at 7:45pm.