

**Rutherford Public Library Board of Trustees
Minutes for October 17, 2022 Meeting
Library Auditorium & Zoom**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kristie Damell Ms. Brenda Fargo Ms. Stephanie Kivich Mr. Jimmy Rizzo Ms. Monica Rodriguez Ms. Krista Vellis - Zoom Mr. Palmer Yale – Zoom arrive at 7:02
Absent	Ms. Kat Fanning
Staff Present	Ms. Gretchen Corsillo
Others Present	Mr. James McCarthy, Mr. Ray Guzman
Call to Order	The meeting was called to order at 7:00 p.m. by Ms. Armacost

2. Provisions of the Open Public Meetings Act

Ms. Vellis read the provisions of the Open Public Meetings Act.

3. President's Report

A. Agenda

Motion: To approve the agenda
Moved: Rizzo **Seconded:** Rodriguez
For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Vellis
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the September 19, 2022, open meeting.
Moved: Kivich **Seconded:** Damell
For: Armacost, Damell, Fargo, Kivich, Rizzo, Vellis, Yale
Against:
Abstain: Rodriguez

4. Hearing of the citizens

Ms. Armacost opened the hearing of the citizens.

There were six citizens in attendance.

Kerry Smith, 160 Jackson Ave.– She stated how much the Library means to her. She and her whole family have come to the Library over many years. She wanted to express her gratitude to the Board and the Library employees.

Victoria Bragin, 53 Vreeland Ave – Stated that she had the same sentiments.

No other citizen wanted to speak, so the hearing of the citizens was closed.

5. Correspondence – none

6. Director's Report

Ms. Corsillo reported:

- We had issues this week with plumbing in the kitchenette in the auditorium. Sink overflowed during pumpkin painting. The plumber is coming this week to get an idea of what the problems are and why it was cost prohibitive to replace the sink in the past. The entire kitchenette is original from the 1974 addition and needs to be redone.
- Chestnut St. is closed from tomorrow through November 2nd for PSE&G work.
- Finance – We have a draft report of the 2021 audit. This is the first year since 2018 with no additional comments. Received state aid payment - \$9,698, which is higher than any year since the 2010 cuts to the per capita state aid program.
- Our third of a mil will be going up 10.5%, but it can change with major tax appeals. Most Bergen County libraries will see 5-20% increases due to property value increases. Ms. Corsillo will start working on next year's budget.
- The Friends are setting up this Thursday and breaking down on Tuesday for their fall book sale.
- Great Rutherford Day turn out. We registered 16 new people. Lots more renewed existing cards or came in for more information. We are looking forward to doing more events in the future.
- Technology – the new website work is starting this month. We are looking at what's on the current site and what may not be needed to migrate over. It should be wrapped up by the end of year. The new BCCLS app is available to download. It's in a soft release, wrapping up any bugs.
- We are moving forward with wireless printing soon. Budgeting more for computer replacements for next year.
- Ms. Corsillo attended a Civil Service training coordinated by BCCLS, which was very informative.
- Ms. Corsillo and Ms. Portugal are going to the BCCLS Friends breakfast tomorrow. Loretta Weinberg is the keynote speaker.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet, with additions, minus Mr. McCarthy's bill
Moved: Rizzo **Seconded:** Kivich
For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale
Against:
Abstain:

B. Buildings/Grounds – Ms. Armacost hasn't heard back yet from the Green Team about a garden design. Mr. Guzman has asked the DPW to do a fall clean out.

C. Foundation – Gala – plans are moving ahead for 2023. DonorSnap database has been purchased for Foundation and Friends mailing lists. Ms. Kivich will be helping to review that list.

D. By-Laws – approval in New Business

E. Public Relations – No report

F. Strategic Planning – Committee will meet tomorrow night. Almost at final draft for Board approval. Ironing out how to measure success, how are we going to track progress. A draft may be ready for review next month.

G. Nominating – A slate of officers will be presented at the first meeting in January, unless there are nominations from the floor.

H. Personnel – No report

I. Mayor/Alternate – No report

J. Superintendent/Alternate – Class visits to the library are going well.

K. Legal – Mr. McCarthy reported that they are scheduling a session with the Union. Questionnaire has gone to members to return to the Union Reps. Will be done in November.

8. Old Business

- None

9. New Business

- Approval of updates to the By-Laws of the Board of Trustees of the Rutherford Public Library

Motion: To approve the change to Article II, Section 6 of the By-Laws of the Board of Trustees of the Rutherford Public Library as presented.

Moved: Rodriiguez Seconded: Fargo

For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale

Against:

Abstain:

- Review of 2021 audit report draft

10. Adjournment

Motion: To adjourn the meeting.

Moved: Rizzo Seconded: Damell

For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Cori Verdino

Next Meeting: Monday, November 21, 2022 at 7:00pm