

**Rutherford Public Library Board of Trustees
Minutes for October 18, 2021 Meeting**

Open Meeting Held: Zoom Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kat Fanning Ms. Brenda Fargo Mr. Jimmy Rizzo Ms. Monica Rodriguez Mr. Palmer Yale
Absent	Ms. Kristie Damell Mr. Anthony Nicodemo Ms. Krista Vellis
Staff Present	Ms. Gretchen Corsillo
Others Present	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

Mr. Yale read the provisions of the Open Public Meetings Act.

3. President's Report

A. Agenda

Motion: To approve the agenda
Moved: Fargo **Seconded:** Rodriguez
For: Armacost, Fanning, Fargo, Rizzo, Rodriguez, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the August 16, 2021 closed session meeting.
Moved: Yale **Seconded:** Rodriguez
For: Armacost, Fanning, Rizzo, Yale
Against:
Abstain: Fargo, Rodriguez

Motion: To approve the minutes of the September 20, 2021 open meeting.
Moved: Rodriguez **Seconded:** Fargo
For: Armacost, Fargo, Rodriguez, Yale
Against:
Abstain: Fanning, Rizzo

Motion: To approve the minutes of the October 6, 2021 Special open meeting.
Moved: Yale **Seconded:** Fanning
For: Armacost, Fanning, Rodriguez, Yale
Against:
Abstain: Fargo, Rizzo

Motion: To approve the minutes of the October 6, 2021 closed Special meeting.
Moved: Yale **Seconded:** Rodriguez
For: Armacost, Fanning, Rodriguez, Yale
Against:
Abstain: Fargo, Rizzo

4. Hearing of the citizens

Ms. Armacost opened the hearing of the citizens. As no citizens were present to speak, the hearing was closed.

5. Correspondence

A thank you card was received from Jane Tarantino for the board's recognition of her 50th year of service.

6. Director's Report

Ms. Corsillo reported:

- Finance – draft of the 2020 audit report received and will be voted on under New Business. One third mill is up 1% for 2022: \$1,063,440. Still waiting on the state aid numbers.
- Friends of the Library – They are holding their fall book sale at the end of the month. Friday, October 29, Saturday October 30 and Monday November 1. They are collecting donations now until Saturday.
- Friends and Foundation are working on the joint mailer again this year. Ms. Corsillo is working with Linda Rynd and Kim Bogosian on the mailer.
- Foundation 9/23 event – went well. Ms. Corsillo informally brought up the upstairs as the next fundraising effort. There was a smaller group due to a rainstorm that night.
- May 7th is being held for the Gala
- There have been some problems with locks on the bathrooms. They have since been replaced. This was unrelated to the buzzer issue on the bathrooms, which seems OK for now.
- Technology – computer use policy needs updating. Up for review in New Business.
- BCCLS will release a public facing app early next year that will provide access to the catalog and patron accounts. Long overdue. Ties into existing software, which should make it seamless. There will be an increase on the BCCLS bill this year to help pay for it. We have had patrons ask about it sporadically.
- Rutherford Day – shared table with the Borough. We would like to do it again next year. Residents signed up for library cards and the e-newsletter. We met a number of new residents and Felician students.
- There was a presentation for Jane and Mike Tarantino at Rutherford Day as well, including letters written from the school children.
- Marion Johnson is starting on 11/8. We are excited to get her on board. We will be bringing in a new part-timer as well. We had a couple of part timers who never came back after Covid and schedule changes etc. so we have been a bit short staffed and could use the help at this point.

7. Committee Reports

8. Old Business

- None

9. New Business

- Approval of revisions to the Computer Use Policy
- **Motion:** To approve the revisions to the Computer Use Policy as presented in the board packet.
Moved: Yale Seconded: Rodriguez
For: Armacost, Fanning, Fargo, Rizzo, Rodriguez, Yale
Against:
Abstain:
- Approval of 2020 audit report draft
 - o Comments were mostly because of it being an odd year and cover things that wouldn't be repeated.

Motion: To approve the 2020 audit report draft from Wielkotz & Company, as presented in the board packet.
Moved: Rodriguez Seconded: Rizzo
For: Armacost, Fanning, Fargo, Rizzo, Rodriguez, Yale
Against:
Abstain:

10. Adjournment

Motion: To adjourn the meeting.
Moved: Yale Seconded: Rizzo
For: Armacost, Fanning, Fargo, Rizzo, Rodriguez, Yale
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Cori Verdino