Open Meeting

1. Roll Call

Trustees Present
Ms. Wendy Armacost
Ms. Kristie Damell - Zoom
Ms. Brenda Fargo
Ms. Stephanie Kivich
Mr. Jimmy Rizzo - Zoom
Ms. Monica Rodriguez
Mr. Palmer Yale – Zoom (arrived at 7:05)

Absent
Ms. Kat Fanning
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

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

3. President’s Report

A. Agenda

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

B. Approval of the minutes

Motion: To approve the minutes of the October 17, 2022 open meeting.
Moved: Kivich Seconded: Rodriguez
For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez
Against:
Abstain:

4. Hearing of the citizens

Ms. Armacost opened the hearing of the citizens.
Ms. Pat Wester – Ms. Wester stated how grateful she was to be chosen as the honoree of the 2023 Rutherford Public Library Foundation Gala. She will work to sell tables, do what she can to help, and attend the Foundation’s meetings.

5. Correspondence – none

6. Director’s Report

Ms. Corsillo reported:

- Finance - Final audit report has arrived. We have plenty of copies if anyone would like one.

- Facilities – After school behavior issues continue, with 6th and 7th graders mostly. One of the public restrooms was vandalized and needs to be repainted. Since Ms. Corsillo sent the letter out to the public, the Principals at Pierrepont and Union addressed the students as well, and other kids have been stepping up. We will continue to stay on top of this.
  - Roots are growing into the main sewer line, which caused a problem in the Bulldog Academy. The Board of Education had a sewer service come in to temporarily fix the issue. The Borough Administrator and the DPW are also involved. All American Sewer recommended jetting the line annually.
  - Mr. Guzman spoke to the Borough Administrator and the DPW and they will continue to monitor the situation. Borough Engineer will look at various things on the Chestnut Street side of the building that need to be remedied as well.
  - We had a plumber look at the sink in the kitchenette, and the clog has been remedied.
  - Heat issue – one of the two boilers has gone down. It’s having an issue with turning on. It’s not sustainable for the winter months and will need to be fixed.

- Friends of the Library raised approximately $3,700 from their book sale. They are also bringing back their annual Nutcracker performance for the first time since 2019. They are dedicating this year’s performance to Ida Borroto.
  - Mailer should be sent to the printer shortly and will be mailed in December.

- Technology – new BCCLS catalog is available in beta mode. App is going well too. Slow roll out, due to a few kinks that need to be worked out.
  - We are offering new digital yoga classes on demand. You can stream classes for 3-year-olds up to adults. Same teacher as our in-person classes.

- BCCLS published a white paper on YTD circulation trends in books and media compared to 2019. We are still down a little bit, but we are doing better than BCCLS is overall. Media has dropped off here as well as BCCLS as a whole. Streaming platforms have taken over more. More popular titles aren’t available on DVD to add to our collection. We aren’t quite at the point of stopping, but we will purchase less than in the past.

- Digital content is going strong. We will budget more for next year.

- Periodicals – for us, the numbers have some issues this year. We are getting fewer, but there was some theft of magazines earlier in the year. Also, some magazines aren’t being published in hard copy (or at all) anymore. So, the numbers are hard to compare.

- Ms. Kivich asked about Overdrive vs Hoopla: Overdrive includes the BCCLS central collection, and we can purchase more titles as well. Licenses for e-content are more expensive than physical books. They are usually for a limited number of checkouts or time. Hoopla isn’t supported by BCCLS and is a pay per use model. There is a set collection that allows for simultaneous use.
  - Libby is connected to Overdrive (Libby is the name of the app)

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet.
Moved: Kivich Secended: Yale
For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Yale
Against:
Abstain:

B. Buildings/Grounds – Green Team found out Rutgers was doing plants for a rain garden. We will get a plan and may even get money for it.

C. Foundation – Gala plans are on schedule. Pat Wester is the honoree. Please sell tickets/tables. Looking at doing a 50/50 in addition to a silent auction.

D. By-Laws – No report

E. Public Relations – No report

F. Strategic Planning – See old business

G. Nominating – No report

H. Personnel – No report

I. Mayor/Alternate – No report

J. Superintendent/Alternate – No report

K. Legal – No report

8. Old Business

- Review of 2023-28 Strategic Plan Draft
- Approval of auditorium kitchenette renovation
  o Facelift is necessary. Since 1970s renovation. Not heavily used, other than by the staff right now. A&S General Construction came in to look at a face lift of the kitchenette.

  Motion: To approve A&S General Construction to perform a renovation of the auditorium kitchenette per their October 27, 2022 proposal.
  Moved: Kivich    Seconded: Rodriguez
  For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Yale
  Against:
  Abstain:

9. New Business

- None

10. Adjournment

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

  There being no further business before the Board, the meeting was adjourned at 7:39 p.m.
Respectfully submitted,

Cori Verdino

Next Meeting: Monday, December 12, 2022 at 6:30pm