

**Rutherford Public Library Board of Trustees
Minutes for March 15, 2021 Meeting**

Open Meeting Held: Zoom Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kristie Damell Ms. Kat Fanning Ms. Brenda Fargo Mr. Jimmy Rizzo Ms. Monica Rodriguez Ms. Krista Vellis (arrived 7:13pm) Mr. Palmer Yale
Absent	Mr. Anthony Nicodemo
Staff Present	Ms. Gretchen Corsillo
Others Present	Mr. James McCarthy Mr. Ray Guzman
Call to Order	The meeting was called to order at 7:05 p.m. by Ms. Armacost

2. Provisions of the Open Public Meetings Act

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

3. President's Report

A. Agenda

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

B. Approval of the minutes

Motion: To approve the minutes of the February 8, 2021 open meeting.
Moved: Rizzo **Seconded:** Rodriguez
For: Armacost, Fanning, Fargo, Rizzo
Against:
Abstain: Damell, Rodriguez, Yale

Ms. Armacost reported that she attended a BCCLS round table meeting last week. Small groups, very interesting topics and exchange of ideas. Most Libraries are open. Weehawken had an infectious disease person come and do an informational meeting for patrons.
Public Relations committee – getting together soon to discuss recommendations and ideas.

4. Hearing of the citizens

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

back. Front has a little bit of a noise factor. The outdoor lighting on the sides and rear of the building needs some attention. Mr. Guzman will check with DPW to make sure everything is working properly and request that they complete an annual check of the lights. This is also a safety issue. He's happy to hear about the Director's branding project for the library. We are planning on branding the Borough as well.

Budgets have been delayed – more information will be available toward the end of the month. The Finance Committee is awaiting information from the state.

The Rutherford Newsletter had some Library information in it from Ms. Corsillo.

C. Foundation – Meeting hopefully in the next couple of weeks. Palmer will be secretary. Jimmy is treasurer, still need Pres and VP.

D. Mayor/Alternate – See Buildings/Grounds

E. Legal – Mr. McCarthy has something for Foundation that needs to get done. Also, should library computer access be only for residents? If that is an issue, it has been done successfully in other libraries. Ms. Corsillo stated that we haven't had that issue at this point.

8. Old Business

- Update on 2021 Board committee assignments. Some committees still need chairs, and Personnel needs one more member. Ms. Armacost will send an email after the meeting confirming the current committee assignments and highlighting which committees need volunteers.

9. New Business

- Inclement Weather Policy – Proposed – Generally if schools are closed, library is closed, but it's a little different with remote learning. This has never been a formal policy, and should be standardized. Do we need something that gives us a little more flexibility? May be more "general" and the RPL retains the discretion to remain open or close. Ms. Rodriguez mentioned that we are a heating/cooling center as well. Mr. Guzman clarified that this is a separate thing and part of OEM's operation; they would reach out to Ms. Corsillo if such a situation arises. This can also be for when the Library needs to close for any other emergency. Re-name it "Emergency Closing" - more broad than just inclement weather. Anytime circumstances make it unsafe.

Motion: To enact Rutherford Public Library Emergency Closing Policy, as discussed.

Moved: Yale Seconded: Rizzo

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

Against:

Abstain:

10. Adjournment

Motion: To adjourn the meeting.

Moved: Vellis Seconded: Rodriguez

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:49 p.m.

Respectfully submitted,


Cori Verdino