

**Rutherford Public Library Board of Trustees
Minutes for March 21, 2022 Meeting**

Open Meeting Held: Zoom Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kristie Damell Ms. Kat Fanning – (arrived 7:03pm) Ms. Brenda Fargo Mr. Jimmy Rizzo Ms. Monica Rodriguez Ms. Krista Vellis Mr. Palmer Yale
Absent	None
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. Vellis read the provisions of the Open Public Meetings Act.

3. President's Report

A. Agenda

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

B. Approval of the minutes

Motion: To approve the minutes of the February 28, 2022 open meeting.
Moved: Vellis **Seconded:** Rizzo
For: Armacost, Fargo, Rizzo, Rodriguez
Against:
Abstain: Damell, Vellis, Yale

Ms. Armacost reported that we are waiting to hear about the budget from the Borough. Also, there is no alternate yet from the Mayor.

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 – none

6. Director's Report

Ms. Corsillo reported:

- Technology - Wifi Project and Cameras – solved connectivity issues with Bulldog Academy as well as auditorium and other dead spots. Camera proposals will come in the next few weeks.
- Personnel – Ms. Corsillo is working on updates to personnel manual. Draft ready for April. Staff development workshop will be held next month; the first since Covid. We received a subsidy from LibraryLinkNJ so will be reimbursed for all but \$70. The program is called “The Teen Brain” and will help the staff to better understand teen behavior and how to help our patrons better.
- One staff member, our Technology Librarian, will go to 2022 NJLA Conference in Atlantic City June 1-3. Ms. Corsillo will attend the ALA Annual Conference in late June.
- Outreach - 19 teens applied for the Brainfuse scholarship. We can nominate 2 teens to the national competition. This was well received, and we would like to do something similar in the future.
 - We have received feedback about college planning and college readiness programs. We will have a financial aid class this week.
 - Currently there are 3 community created murals from the Rutherford Arts Council on display across from the circulation desk for a few months.
- Fundraising - Friends are back to meeting in person. Edible Book Contest will be virtual again with entries starting on March 19 until April 2. Voting will take place April 4-18.
 - Booksale coming up April 29-May 2. Donations collected from April 1-22.
- Reopening - Regular hours back as of March 1st. Lots of positive feedback.
- BCCLS – they are releasing an app in the spring.
- State report was sent in last week. Everything is in.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet, with additions
Moved: Rizzo **Seconded:** Vellis
For: Armacost, Damell, Fanning, Fargo, Rizzo, Rodriguez, Vellis, Yale
Against:
Abstain:

B. Buildings/Grounds – No report

C. Foundation – Mr. Rizzo and Ms. Kim Bogosian met re: Gala – May 14th. Mayor Frank Nunziato will be the honoree. Have received great feedback so far. Will have auction items and a door prize. People are already booking tables.

D. By-Laws – No report

E. Public Relations – No report

F. Strategic Planning – Focus groups have started. Some good feedback, some interesting. Still receiving feedback about the budget-mandated closure of the old children’s space. Some thought the space was still unused. Community partnership ideas, teen programs, college preparedness. Most has been very positive. Final two are happening tomorrow.

G. Nominating – No report

H. Personnel – No report

I. Mayor/Alternate – Mr. Guzman reported that the final town budget will be read next Monday night and our budget has been placed in full. No decision on the Mayor’s Alternate yet. He will keep up posted. Perimeter lighting was replaced outside the building. It isn’t lighting up yet. Ms. Corsillo is going to look into it and will let Ray know. Mr. Guzman has requested a self-watering flower pot to be placed in the center bed in the back. Steve Addeo will put two flower pots in front as week.

J. Superintendent/Alternate – No report

K. Legal – No report

8. Old Business

- Location of Board Meetings
 - o In person meetings. Mr. Yale feels the Zoom is very efficient. Legally as a public meeting, we were given a waiver due to the public health emergency, but that is temporary. Mr. Guzman said that March 28th Mayor & Council will be back in person open to the public. Mr. Guzman thinks all Boards must be in session as well. He will find out for sure and let us know. Ms. Corsillo looked into it and to set up A/V for Zoom in the auditorium it would be very expensive. The Friends did have a Zoom meeting set up on a laptop for everyone who wants to be on it while they were in person in the Auditorium. We could possibly use Borough Hall’s Blue Room, if necessary.

9. New Business

- Approval of Temporary Hours Adjustment

Motion: To approve a late opening of 2:00pm on Monday, April 11, 2022 to accommodate staff development.

Moved: Fargo

Seconded: Rodriguez

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

Against:

Abstain:

Motion: To approve an early closing of 5:00pm on Friday, June 3, 2022 to accommodate children’s programming.

Moved: Rizzo

Seconded: Vellis

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

Against:

Abstain:

- Updated Statement on Mask Usage in the Library

Motion: To modify the library's Updated Statement on Mask Usage as reflected in the Board packet.

Moved: Rizzo Seconded: Fargo

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

Against:

Abstain:

10. Adjournment

Motion: To adjourn the meeting.

Moved: Rizzo 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 7:36 p.m.

Respectfully submitted,

Cori Verdino

Next Meeting: Monday, April 18, 2022 at 7:00pm