

**Rutherford Public Library Board of Trustees  
Minutes for May 17, 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 Mr. Palmer Yale
Absent	Mr. Anthony Nicodemo
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:** Rizzo  
**For:** Armacost, Damell, Fanning, Fargo, Rizzo, Rodriguez, Vellis, Yale  
**Against:**  
**Abstain:**

**B. Approval of the minutes**

**Motion:** To approve the minutes of the April 19, 2021 open meeting.  
**Moved:** Yale    **Seconded:** Vellis  
**For:** Armacost, Damell, Fanning, Fargo, Rizzo, Vellis, Yale  
**Against:**  
**Abstain:** Rodriguez

#### 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:

- Reopening – More detail will be discussed under Old Business. As of 5/10/21 the library is no longer quarantining returns. Capacity has been increased to 50 people, but we have not hit it yet.
- Ms. Corsillo is working on marketing our collections more, particularly making the upstairs collections more browsable and retail-like. Face outs should help move those collections more.
- New book displays have been created on the ledges as you walk into the building.
- There is a substantial collection of William Carlos Williams items in the basement, which should be on display. People are interested in seeing them, and sometimes visitors come to Rutherford to learn more about Mr. Williams. Display fixtures will need to be obtained if these items are to be placed in a public area. Ms. Armacost suggested looking into possibly getting secondhand fixtures from stores that are closing. Mr. Rizzo will contact Pat Dunn, whose business who deals with things like that. We have a lot of open space upstairs on the mezzanine, which might work for displays. We should try to have displays up for the September Foundation event so people can see them.
- Recent phone issues have been fixed by Verizon. Still using old copper lines. Ms. Corsillo will look into getting a quote to upgrade, but it might make more sense to wait until Verizon makes us do it.
- The Friends are hosting an outdoor book sale on 6/4 and 6/5. Rain dates are the following weekend. They are looking for volunteers to help with the sale, especially for Friday. Donations are coming in steadily.
- Pet Photo Contest was held virtually by the Friends and raised a great deal of money. It might be a good idea to keep this format going forward since it worked so well.
- A joint meeting was held with the leadership of the Library, Foundation and Friends. Meetings like this will take place regularly going forward. The mailer will be done jointly again in 2021, and both groups hope for a better profit over last year.
- Ms. Corsillo is working on a new sponsorship flyer for the website with input from Kim Bogosian.
- Programming is going well and remains virtual. History of the Jersey Shore presentation had 39 people.
- A pilot, in person, story time will be held this summer with Miss Jane on a lottery basis with limited attendees. We will see how that goes, which will inform fall programs.
- Civil Rights Commission wants to do a multicultural film series. The library may host a session in the fall once the Auditorium can be used. They might do outdoor screenings in Lincoln Park this summer.
- Professional Development – NJLA is virtual this year. All professionals are attending, and Ms. Corsillo is presenting.
- BCCLS held a series on library advocacy, which explained ways of raising the profile in community. Ms. Corsillo has recordings if anyone is interested, and they count toward CEs for the Board.
- Per capita state aid has dropped 43% in the last 11 years. There are currently proposed bills in the State Assembly and Senate that are trying to restore this. NJLA is requesting that people from our district make calls/emails to Senator Sarlo. Calls are weighed more. We cannot post it on our

website to encourage because that would be lobbying. Ms. Corsillo will email out the information to everyone.

## 7. Committee Reports

### A. Finance

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

**B. Buildings/Grounds** – Eagle Scout is currently looking for donors for the project in the garden.

**C. Foundation** – Had a meeting before this meeting. There will be a thank you cocktail party for past donors, which will also strive to bring in new possible donors. September 23<sup>rd</sup>.

**D. By-Laws** – no report

**E. Public Relations** – Messaging – we are open! Summer Reading Club registration is now open (in person or virtual)

**F. Strategic Planning** – no report – should have a meeting soon.

**G. Nominating** – no report

**H. Personnel** – no report

**I. Mayor/Alternate** – Mr. Guzman – Borough Hall opened Monday. Happy to hear about the library's time usage getting extended to an hour. Bids were received on the project for the plaza in front of the library. Apparently there is a winner, which will go to M&C for approval. The Mayor is progressing very well.

A historic document was purchased by the Borough and is signed by John Rutherford and Aaron Burr. It is a two-sided document that needs to be displayed, possibly in the library. It is a land deed in NJ, pertaining to Bergen and other counties. John Rutherford never spoke to Aaron Burr again after he shot Hamilton. Borough has also been given very old maps that were found in a basement in Rutherford. Some are over 100 years old. They could possibly be displayed in the Library. They're currently preserved in a map chest. As it progresses, he will keep us in the loop.

**J. Superintendent/Alternate** – Ms. Fargo reported that there will no longer be remote learning next year, per the Governor. Virtual will end. Planning on full days in September.

**K. Legal** – no report.

## 8. Old Business

- COVID Restrictions – Ms. Corsillo reported what we are doing now – on 5/10/21, the library got rid of the quarantine for returns. Most indoor capacity restrictions are going away on May 19, and the

CDC has stated that vaccinated people do not need to wear masks. We are still requiring masks and social distancing, per Governor Murphy. Storytime pilot is the only in-person programming scheduled. There is still no seating other than computers in the lab. Patrons can bring in returns now that the quarantine has ended. Hours are 10-1 then 3-7 M and-W 3-5 T, TH F and 10-1 Sat

- Going into summer we will likely go straight through instead of breaking from 1-3
- As we need additional, we will start using window computers.
- Greeter will be reassigned to the circulation desk instead of the door. Most other libraries aren't been doing that anymore.
- Summer will introduce limited, socially distanced seating.
- Reactivate newspaper subscriptions when seating returns.
- We haven't come close to the capacity limits at this point.
- Governor Murphy is maintaining the mask mandate for now.
- Mr. Guzman offered to add any reopening news to the Mayor & Council newsletter as needed.
- Kids under 14 are still not allowed in the library without an adult. Ms. Armacost suggested we lower that restriction to kids under 12.

## 9. New Business

- Ms. Armacost brought up tutors who use the Library, based on questions directed to Mr. Guzman. They can take up a ton of space and time. This is something we should think about before the school year starts.

## 10. Adjournment

**Motion:** To adjourn the meeting.

Moved: Vellis      Seconded: Yale

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Cori Verdino