

**Rutherford Public Library Board of Trustees
Minutes for July 18, 2022 Meeting**

Open Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kat Fanning – via Zoom Ms. Brenda Fargo – via Zoom Ms. Stephanie Kivich – via Zoom Ms. Monica Rodriguez – via Zoom Ms. Krista Vellis Mr. Palmer Yale – via Zoom
Absent	Ms. Kristie Damell Mr. Jimmy Rizzo
Staff Present	Ms. Gretchen Corsillo
Others Present	None
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: Vellis **Seconded:** Fargo
For: Armacost, Fanning, Fargo, Kivich, Rodriguez, Vellis, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the June 13, 2022, open meeting.
Moved: Vellis **Seconded:** Yale
For: Armacost, Fanning Fargo, Kivich, Rodriguez, Yale
Against:
Abstain: Vellis

Motion: To approve the minutes from the open session of the July 6, 2022, special meeting.
Moved: Rodriguez **Seconded:** Yale
For: Armacost, Damell, Fanning, Fargo, Rodriguez, Vellis, Yale
Against:
Abstain: Kivich

Motion: To approve the minutes from the closed session of the July 6, 2022 special meeting.
Moved: Yale **Seconded:** Fanning
For: Armacost, Fanning, Fargo, Rodriguez, Vellis, Yale
Against:
Abstain: Kivich

Ms. Armacost reported that she is collecting donations for flowers for Ida Borroto, if anyone is interested. We are trying to think of something that we can do to honor Ida and another Friend who passed away suddenly, Sheila Hickey.

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:

- The phone line in the elevator was having problems, and it seems that the Boro inadvertently shut off the line because they didn't know where it went. Verizon will have to come back to turn it back on.
- Ordered a large screen TV for above the Circ Desk. We were able to get a good deal and it will be coming in early August. The TV will display slides highlighting upcoming programs and services.
- Friends of the Library – Ida Borroto, the longtime Treasurer of the Friends, passed away suddenly. Everyone is going to miss her. They have appointed Loretta Murawa as Treasurer in her place.
- Our new marketing associate is in training and doing well.
- Ms. Corsillo attended the ALA conference June 23-28th. Great sessions and informative speakers.
- Met with a few vendors as well. Great to see representatives from all kinds of libraries.
- 891 kids have registered or Summer Reading so far. Over 6,300 books were logged as of July 5th. We are on pace to surpass last year's stats. This year, we are able to do many more in-person programs than last year.
- We are reviving the Teen Volunteer program. We have two teens starting this week. For the first time, we will have a formal volunteer program.
- Technology – Envisionware. There have been some requests for wireless printing. They have a program that is a bit cumbersome but might be the best option. Can send print jobs from home and can pick up here. Looking into exact cost for next year.
- State Library changed some of their programs. Brainfuse – virtual tutoring. We picked that up as of July 1 and added on JobNow, which is resume coaching, job coach, aptitude tests, etc. A credit for services we already had will offset the cost.

7. Committee Reports

A. Finance

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

B. Buildings/Grounds – Supposed to have a call with Mr. Guzman regarding the back garden. Green Team is taking an interest in helping with the courtyard.

C. Foundation – Kim will schedule a meeting focusing on Gala follow-up.

D. By-Laws –Per Jim McCarthy, our by-laws are sufficient for continuing Zoom meeting options.

E. Public Relations – No report

F. Strategic Planning – Working on goals and objectives. Over the next month or so, Ms. Corsillo will add in other parts of the plan.

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

- None

9. New Business

- Updates to Request for Reconsideration of Library Materials form.
 - o Other BCCLS directors have been working on this as well. There has been a suggestion to limit our form to Rutherford residents only, as they are the chief population that benefit from our collections. People from other states are filling them out in other libraries. Ours hasn't been updated since 2005.
 - o Proposed updates reflect additional library materials: digital resources, audio/visual, programs, displays, booklists.
 - o One new question requests that professional reviews of the media in question be attached to the form. This helps to provide more context to the request.

Motion: To approve the updates to the Request for Reconsideration of Library Materials form, as presented.

Moved: Yale Seconded: Kivich

For: Armacost, Fanning, Fargo, Kivich, Rodriguez, Vellis, Yale

Against:

Abstain:

10. Adjournment

Motion: To adjourn the meeting.

Moved: Vellis Seconded: Yale

For: Armacost, Fanning, Fargo, Kivich, Rodriguez, Vellis, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:22 p.m.

Respectfully submitted,

Cori Verdino

Next Meeting: Monday, August 15, 2022 at 7:00pm