

**Rutherford Public Library Board of Trustees
Minutes for September 20, 2021 Meeting**

Open Meeting Held: Zoom Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Kristie Damell (arrived 7:04) Ms. Brenda Fargo Ms. Monica Rodriguez Ms. Krista Vellis Mr. Palmer Yale
Absent	Ms. Kat Fanning Mr. Anthony Nicodemo Mr. Jimmy Rizzo
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: Vellis **Seconded:** Fargo
For: Armacost, Fargo, Rodriguez, Vellis, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the August 16, 2021 open meeting.
Moved: Vellis **Seconded:** Yale
For: Armacost, Yale
Against:
Abstain: Fargo, Rodriguez, Vellis

C. Approval of the minutes

Motion: To approve the minutes of the August 16, 2021 closed meeting. - Tabled

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 – Saturday hours resumed on September 11 from 10am-1pm. Summer hours have concluded. There are some staffing limitations currently. Once it's back at a regular level, the regular hours will resume. No one has complained about it.
 - More computers are open, and more kids are coming in after school. Some children's room PCs are open too. Tables don't have all their seats yet for distancing.
 - Most people are good about the masking. A few regulars don't, but most people do.
 - More mask recommended signage to go up.
- Finance – audit report is still pending. Hopefully October.
- Friends – last weekend of October is their big sale. They still have many leftover books from the last sale since Labor Day didn't happen. Donations will be accepted October 15th-23rd. Possibly think about limiting the age/types of books, but Ms. Corsillo found in Ho-Ho-Kus, it didn't make a big difference.
- Foundation event this Thursday evening at 6:30pm
- Facilities – some Ida flooding. No permanent damage. Bulldog Academy had a bit too. We are on the list for a carpet cleaning company to come. Nabil said it's the first time ever getting water like that. The electrician and plumber both came to check on the sump pumps to be sure they are ok.
- Roof – new leaks. Keeping an eye on it. It's a capital project that we will need to look at soon. Ms. Armacost believes this is on the Borough's radar, but Mr. Guzman hadn't heard about it. He will make sure that it is. Ms. Corsillo will email him the assessment report that we already have.
- Summer reading program ends Saturday the 25th. 857 kids participated this year. 16,340 books read to date. Some participated virtually, some in person.
- Sketchbook Project went well. All have been claimed, but not all returned yet. Talking about doing a second run of it. We did 75 this time, but maybe another 25-30. They are all displayed.
- 9/11 poster exhibition is still on display. Lots of positive feedback.
- There will be a mix of in-person and virtual programming for the fall. In-person hasn't been inundated so it's gone well. We anticipate doing a mix for the rest of the year.
- Jane Tarantino's 50th employment anniversary is officially 9/21. We will do something on Rutherford Day for her and Mike as well because it's also his 50th on the Ambulance Corps. Looking for a letter/card writing campaign to present to her.
 - Jen Ersalesi wrote a very nice article about Jane for This is Rutherford.
- Technology Librarian search is underway. Should have a new candidate soon. Three finalists will undergo second interviews this week.

7. Committee Reports

A. Finance

Motion: To approve payment of bills enclosed in packet, with additions

Moved: Rodriguez Seconded: Yale

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

Against:

Abstain:

B. Buildings/Grounds – People are enjoying the pocket parks.

C. Foundation – Please attend Thursday evening.

D. By-Laws – Ms. Rodriguez reported that they would be updated and ready for review in October.

E. Public Relations – No report

F. Strategic Planning – committee meeting next week

G. Nominating – No report

H. Personnel – New technology librarian position

I. Mayor/Alternate – Newsletter mention for Jane after Thursday.

J. Superintendent/Alternate – Field trips approved for the library.

K. Legal – No report.

8. Old Business

- Update on Pandemic Restrictions
 - o Ms. Corsillo reached out to the Borough Administrator to see if Borough Hall was requiring vaccines for employees. No response yet.

9. New Business

- Approval of Poster Printing Policy

Motion: To approve the Poster Printing Policy as presented in the board packet.

Moved: Rodriguez Seconded: Fargo

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

Against:

Abstain:

- Approval of 2022 Holiday Schedule
 - o Note that when we have Monday holidays, the meeting will be the 4th Monday instead of the 2nd Monday.
 - o Juneteenth is now a Federal Holiday.

Motion: To approve the 2022 Holiday Schedule as presented in the board packet.

Moved: Yale Seconded: Vellis

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

Against:

Abstain:

10. Adjournment

Motion: To adjourn the meeting.

Moved: Fargo Seconded: Rodriguez

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Cori Verdino