

**Rutherford Public Library Board of Trustees
Minutes for December 14, 2020 Meeting**

Open Meeting Held: Zoom Meeting

1. Roll Call

Trustees Present	Ms. Wendy Armacost Ms. Brenda Fargo Mr. Anthony Nicodemo Mr. Jimmy Rizzo Ms. Monica Rodriguez Ms. Krista Vellis (arrived at 6:35) Ms. Pat Wester Mr. Palmer Yale
Absent	
Staff Present	Ms. Sara Cassaro, Ms. Gretchen Corsillo
Others Present	None
Call to Order	The meeting was called to order at 6:31 p.m. by Ms. Armacost

2. Provisions of the Open Public Meetings Act

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

3. President's Report

A. Agenda

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

B. Approval of the minutes

Motion: To approve the minutes of the November 16, 2020 open meeting.
Moved: Rodriguez **Seconded:** Wester
For: Armacost, Fargo, Rodriguez, Wester, Yale
Against:
Abstain: Nicodemo, Rizzo

Welcome Ms. Corsillo!

Ms. Armacost commented that the Redevelopment plan will not include the library, despite what is on Facebook.

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. Cassaro reported about changes to number of people in the Library at one time due to Covid. Mike Tarantino recommended lowering from 50 to 25. She did that, just to be safe and have it on the record. Also, we expanded to Grab and Go to include Saturdays from 10am-1pm. Power patrons – we let them know we are open. There wasn't a lot of response at this time. Older patrons might not want to come. Generally, at least one family member coming in. Sara reached out to the Gazette and the Bergenite as well as houses of worship in town to help communicate with people who aren't on computers. Shelving is in and looks great. Digital sign – Streetscape application was accepted.

Ms. Corsillo - Eagle Scout project - Matthew Bronico – revamping the area behind the Library. Power Washing, removing dead vegetation. He is looking at revamping with sustainable materials as opposed to plants. He may want to reach out to Steve Addeo as a resource.

Ms. Cassaro – mailer sent out Dec 1st. Good response so far. Friends meeting – more virtual programing. Pet Photo contest online in the spring. Looking at other ideas too – Tote bags, casholas, etc. Ms. Wester mentioned that the newsletter was great. Kudos to Kim Bogosian. Maybe if Friends want to do a bag, Kim could help with something fun to go on it. Ms. Rodriguez suggested that the Friends include TikTok in their Character Contest as another way to get more people involved. It could be fun for the kids and more modern. People could vote on their favorite video. They are very short, so people could watch many of them without taking too much time.

Ms. Corsillo – started last Monday. Thank you for the flowers. She has been having one-on-one meetings with staff members. Going well and getting a better sense of workflow etc. She went to Boro Hall last week and met a few people. She is starting to look at the Budget and spoke with Danielle about possible tweaks. She also spoke with Mr. Hamer to get some input on it.

2021 Board Meetings are set and in the packet.

7. Committee Reports

A. Finance

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

B. Buildings/Grounds – Sign and front of building in spring.

C. Foundation – Ms. Wester is phasing out of the Foundation as well. Need to get together with everyone to talk, maybe in January.

D. Mayor/Alternate – No report.

E. Legal – Updating personnel manual.

8. Old Business

- None

9. New Business

- Discussion 2021 – need to start developing a strategic plan for the Library. Maybe in the spring to give Gretchen some time to settle in.

Tonight is Pat Wester's last Board meeting. Ms. Armacost said a few words. Ms. Wester became part of the Library family 20+ years ago with the Friends. She was soon asked to join the Board. When she joined, the meeting was held on Monday mornings. She pushed for evening meetings, to open it up to a wider range of people. Ms. Wester brought in Director Jane Fischer and when she left, Ms. Wester helped to bring in Mr. Judah Hamer as Director. Now, she was instrumental in finding Ms. Corsillo. She was involved in every group associated with the Library, as well as officer and President multiple times. Thank you for the time, perseverance and the love and passion you brought to the Library.

Ms. Wester commented that with all the changes over the years, it was a great transition to be a part of. She thanked Mr. Rizzo for helping to take the Foundation to a different level. She stated that she has served with a variety of different Board combos, but this one seems the most cohesive. We don't always agree on everything, but we get things done. It is lightyears from where it started, and it's been wonderful working with all of you.

Congratulations all around.

Mr. Yale - Thanks to Ms. Cassaro for stepping up in transition. Great job and we thank you so much.

Ms. Rodriguez – thanks to Personnel Committee for making the process so much smoother in getting Ms. Corsillo in so much more quickly than we thought it might take. Everyone worked together to make it happen.

10. Adjournment

Motion: To adjourn the meeting.

Moved: Wester Seconded: Fargo

For: Armacost, Fargo, Nicodemo, Rizzo, Rodriguez, Vellis, Wester, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:03 p.m.

Respectfully submitted,

Cori Verdino