

Rutherford Public Library Board of Trustees  
Minutes for April 17, 2023 Meeting

Open Meeting Held: Library Auditorium  
Optional Zoom Meeting ID 842 9475 4177 & Password 974544

**1. Roll Call**

|                  |  |
|------------------|--|
| Trustees Present | Ms. Wendy Armacost<br>Ms. Stephanie Kivich<br>Mr. Jimmy Rizzo<br>Ms. Monica Rodriguez<br>Ms. Krista Vellis - Zoom<br>Mr. Palmer Yale |
| Absent           | Ms. Kristie Damell<br>Ms. Kat Fanning<br>Ms. Brenda Fargo  |
| Staff Present    | Ms. Gretchen Corsillo  |
| Others Present   | Mr. David LaPorta, Attorney  |
| Call to Order    | The meeting was called to order at 7:03 p.m. by Ms. Armacost   |

**2. Provisions of the Open Public Meetings Act**

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

**3. President's Report**

**A. Agenda**

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

**B. Approval of the minutes**

**Motion:** To approve the minutes of the March 20, 2023 open meeting  
**Moved:** Rizzo                      **Seconded:** Kivich  
**For:** Armacost, Kivich, Rizzo, Rodriguez, Vellis, Yale  
**Against:**  
**Abstain:**

**Motion:** To approve the minutes of the April 10, 2023 open special meeting  
**Moved:** Rodriguez                      **Seconded:** Yale  
**For:** Armacost, Rizzo, Rodriguez, Vellis, Yale  
**Against:**  
**Abstain:** Kivich

**Motion:** To approve the minutes of the April 10, 2023 closed special meeting  
**Moved:** Yale                      **Seconded:** Rodriguez  
**For:** Armacost, Rizzo, Rodriguez, Vellis, Yale  
**Against:**  
**Abstain:** Kivich

#### **4. Hearing of the citizens**

Ms. Armacost opened the hearing of the citizens.

Maria Rodriguez – from Blue Foundry Bank. She would like to make a quick presentation about the bank. They've created a new product strictly for municipalities with no fees or minimum balances. Free ACH, wires with higher interest rate (3%). We could even negotiate based on other banks. They have majorly revamped their offerings since 2020 and often partner with non-profits, senior products, women in business, etc. Ms. Armacost asked about what kinds of accounts municipal funds can be held in and do they meet the rules? They do work with other libraries in the area so yes, they do meet the rules and regulations.

#### **5. Correspondence – none**

#### **6. Director's Report**

Ms. Corsillo reported:

- Finance – Ms. Corsillo has heard from the Borough that we will probably need to trim our budget a little bit, about \$10,000. We can absorb that without too much of an issue. Half will come out of salaries and wages reserve funds, and the other half will be portioned out between other line items in the budget. The council meeting is tonight, and they are discussing the budget.
- Fundraising – the Gala was a success. Funds raised will go to the new teen space. The Friends' book sale will be this weekend. Last year it was successful to do it on a weekend where there is an event in Lincoln Park; Saturday is Tree Fest.
- The Literary Character Contest is coming back this year. They are excited to do it again. Open to all ages, but most participants are younger. This year we are hoping for more teens and adults.
- Building issues – the heating went out, but it's now fixed. They had both boilers up and running before they shut them down for the reason. The AC is working. Some issues arose with the outside button on our automatic doors. The button has been replaced and is working now. The doorknob broke off on one of the public bathrooms. We have had ongoing issues with these. We shut off the buzzers on the doors and it seems to be working so far. The wiring is still there so it can be reconnected in the future, if necessary. We would also like to get the bathrooms painted this year, if possible.
- Personnel and professional development – We are hiring a bookkeeper and have started scheduling interviews. Our current bookkeeper will train our new bookkeeper. Hopefully we will have a candidate by the next meeting. NJLA conference will be in person this year, and Ms. Corsillo will be attending.
- Programming – There will be Summer Reading Clubs for kids, teens and adults this year. All Together Now is the theme for this year. One of the activities will be a collaborative art show. One of the display cases that was in the basement has been refinished and placed on the main floor to accommodate the creations.

#### **7. Committee Reports**

## A. Finance

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

Moved: Rizzo           Seconded: Kivich

For:     Armacost, Kivich, Rizzo, Rodriguez, Vellis, Yale

Against:

Abstain:

**B. Buildings/Grounds** – Stonefield Engineering will be here on Friday doing the courtyard cleanup with Richfield Farms donations. They have some nice plans ready. Drought resistant. Susan Quatrone reached out to Ms. Corsillo. Who is responsible for our outdoor areas? DPW/the Library? We used to have more of a custodial staff here, but since budget cuts, we just have one person full time. He tends to basic upkeep, but landscaping is handled by DPW.

**C. Foundation** – Gala was a great success. At least \$20,000 was brought in, and they are still working out the final totals. There are potential new members as well.

**D. By-Laws** – No report

**E. Public Relations** – No report

**F. Strategic Planning** – Photo op with the Mayor to announce the plan in the beginning of May.

**G. Nominating** – No report

**H. Personnel** – No Report

**I. Mayor/Alternate** – No report

**J. Superintendent/Alternate** – No report

**K. Legal** – Welcome David LaPorta, new attorney for the Library.

## 8. Old Business

- None

## 9. New Business

- None

## 10. Adjournment

**Motion:** To adjourn the meeting.

Moved: Kivich           Seconded: Rizzo

For:     Armacost, Kivich, Rizzo, Rodriguez, Vellis, Yale

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

*Cori Verdino*

Next Meeting: Monday, May 15, 2023 at 7:00pm