Open Meeting

1. Roll Call

   Trustees Present
   Ms. Wendy Armacost
   Ms. Kristie Damell – Zoom
   Ms. Kat Fanning – Zoom (arrived at 6:40)
   Ms. Brenda Fargo - Zoom
   Ms. Stephanie Kivich - Zoom
   Mr. Jimmy Rizzo - Zoom
   Ms. Monica Rodriguez
   Ms. Krista Vellis - Zoom
   Mr. Palmer Yale

   Absent None

   Staff Present Ms. Gretchen Corsillo

   Others Present None

   Call to Order The meeting was called to order at 6:30 p.m. by Ms. Armacost

2. Provisions of the Open Public Meetings Act

   Mr. Yale read the provisions of the Open Public Meetings Act.

3. President's Report

   A. Agenda

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

   B. Approval of the minutes

      Motion: To approve the minutes of the November 21, 2022, open meeting.
      Moved: Yale Seconded: Kivich
      For: Armacost, Damell, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale
      Against:
      Abstain:

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:

- **Technology** – wireless printing starts in January 2023. We are considering cutting down the Library computer collection a bit. Currently there are 40 machines and many don't get used. Also considering adding a couple of iMacs to the collection.

- **Programing** – We will get speakers for free after we join Library Speakers Consortium.
  - The patron interface is branded with RPL graphics etc.
  - Speaker’ sessions are interactive, facilitation Q&A
  - Sessions are also recorded for later viewing

- **Personnel** – The staff is being trained in the event of First Amendment audits. In support of training, Ms. Armacost added that we may want to reach out to the public security/police to get suggestions for prepping and handling First Amendment situations. We may want to look at code-of-conduct in RPL By-laws to see if updates are needed.

- **Budget/Finance** – We plan to ask for no less than the usual amount over 1/3 mil.
  - New seating for the first floor was included
  - New line items for young adult programming was initiated
  - Line item for museum passes increased
  - Line item for physical media (DVD & CDs) decreased
  - Line items for juvenile graphic novels and adult nonfiction increased
  - Line item for print reference decreased
  - Line item for virtual reference increased
  - Line item for telecom increased
  - Line item for maintenance increased

7. **Committee Reports**

**A. Finance**

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

**B. Buildings/Grounds** – No report

**C. Foundation** – No report

**D. By-Laws** – No report

**E. Public Relations** – No report

**F. Strategic Planning** – No report

**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

- Review of 2023-28 Strategic Plan

  **Motion:** To approve the 2023-2028 Strategic Plan as presented.
  Moved: Fanning  Seconded: Kivich
  For: Armacost, Damell, Fanning, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale
  Against:
  Abstain:

9. Closed Session

WHEREAS, the “Open Public Meetings Act” requires that a public body adopt a resolution at an open meeting before going into closed session to discuss a matter which excludes the public as permitted under Section 7b;

NOW, THEREFORE, BE IT RESOLVED, that the Library Board of Trustees will hold a closed meeting on Monday, December 12, 2022 at 7:15 PM in person and via Zoom to discuss contract negotiations.

BE IT FURTHER RESOLVED, that the outcome of this discussion will be disclosed to the public when there is no further need for confidentiality.

10. New Business

  - Approval of Use Agreement with the Rutherford Board of Education (Motion was tabled)
    o Ms. Armacost added that due to confusion about notification/reporting process for facilities repairs, she suggested interfacing with the Borough Hall/BOE to clarify procedures for getting work done that may affect the facilities and finances of the RPL.
    o The RPL should consult with legal and Borough Hall contacts and add working to the BOD contract if needed.
  - Approval of “CWA Proposals for the Rutherford Public Library”

  **Motion:** To approve CWA’s proposals for the 2023-25 Supervisory and Non-Supervisory union contracts as presented.
  Moved: Fanning  Seconded: Kivich
  For: Armacost, Damell, Fanning, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale
  Against:
  Abstain:

10. Adjournment

  **Motion:** To adjourn the meeting.
  Moved: Kivich  Seconded: Yale
  For: Armacost, Damell, Fanning, Fargo, Kivich, Rizzo, Rodriguez, Vellis, Yale
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Cori Verdino

Next Meeting: Monday, January 23, 2023 at 7:00pm