

**Rutherford Public Library Board of Trustees**  
**Minutes for December 12, 2022 Meeting**  
**Library Auditorium**  
**Optional Zoom Meeting ID 842 9475 4177 & Password 974544**

**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.
- Programming – 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