

**Rutherford Public Library Board of Trustees
Minutes for October 21, 2019 Meeting**

Open Meeting

1. Roll Call

| | |
|------------------|---|
| Trustees Present | Ms. Wendy Armacost Ms. Brenda Fargo Ms. Julie Kajouras Mr. Anthony Nicodemo Mr. James Rizzo – arrived 7:25 Ms. Monica Rodriguez Ms. Krista Vellis Ms. Pat Wester – arrived 7:25 Mr. Palmer Yale |
|------------------|---|

| | |
|---------------|---------------------------|
| Staff Present | Mr. Judah Hamer, Director |
|---------------|---------------------------|

| | |
|---------------|--|
| Call to Order | The meeting was called to order at 7:00 p.m. by Ms. Kajouras |
|---------------|--|

2. Provisions of the Open Public Meetings Act

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

3. President's Report

A. Agenda

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

B. Approval of the Minutes

Motion: To approve the minutes of the September 16, 2019 open meeting.
Moved: Vellis **Seconded:** Yale
For: Armacost, Fargo, Kajouras, Yale
Against:
Abstain: Nicodemo

Motion: To approve the minutes of the September 16, 2019 closed session meeting.
Moved: Armacost **Seconded:** Fargo
For: Armacost, Fargo, Kajouras, Yale
Against:
Abstain: Nicodemo

4. Hearing of the citizens

Ms. Kajouras opened the hearing of the citizens. As no citizens were present to speak, the hearing was closed.

5. Correspondence - None

6. Director's Report

Mr. Hamer reported on Library finances, notably the annual audit and the development of the 2020 budget. He also discussed the new five-year copier contract, highlighting details such as cost and the Library's cost recovery for this part of operations. He commented that the competitive pricing is due to the contract with the vendor, Document Solutions, being priced through the Education Services Commission of New Jersey (ESCNJ).

Mr. Hamer indicated that the removal of old shelving and furniture from the basement by the DPW is complete. The old vault room will be fitted up with shelving under Rose Inguanti's supervision.

Mr. Hamer said that the State Library has indicated that construction bond applications should be available at the end of November, with the deadline for submission in late February 2020.

Jim McCarthy and Mr. Hamer have been in contact with CWA and will convene on October 30 for negotiations.

Mr. Hamer shared that the eight new work stations for the Children's Section have arrived and are being prepared for network installation. He and Rhoda Portugal coordinate this work.

Mr. Hamer complimented the Friends on their Rosemary Loar concert, attended by 57 people and netting \$1700. The Friends also raised \$425 through their Pet Photo Contest, but they may rest this event in 2020. The book sale is scheduled for the first weekend in November.

Mr. Hamer shared a request from the Pride Alliance to raise a rainbow flag next June. He has replied that the Board's reply would likely be delayed since they do not have a policy for addressing this type of request. The Borough is in the process of putting together a policy for their own

response to such requests, and Mr. Hamer suggests waiting until that is complete so that it may serve as a model for the Library's policy.

Mr. Hamer discussed the nature and scope of BCCLS by-laws and policies, to which member libraries must must comply in order to be a member in good standing. The most recent change to policy is that all member libraries are required to have the same loan period. Additionally, if not requested by another card-holder, items will be automatically renewed. The adjustments to loan periods in Rutherford will not be drastic. This change will create a level of consistency for the patrons, improving their overall experience. The cost to the Library for this change is an anticipated reduction in the amount of overdue fines collected.

Discussion of this policy change ensued, and it also covered the nascent trend of libraries going fine-free as part of a reshaping of their customer service model. Rutherford Library can observe how this unfolds in nearby libraries before considering the adoption of this model.

7. Finance

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

Moved: Vellis Seconded: Rizzo

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

Against:

Abstain:

8. Other reports:

Foundation – Pat Wester reported on the election of new officers. As the new President she will be sending out an email soon.

Legal – No report

9. Old Business

- Negotiations. It was noted that there will be a discussion at the November meeting.

10. New Business

- Copier Contract

Motion: To authorize the Library Director to settle a contract with Document Solutions for new copiers, not to exceed a base fee of \$725 per month.

Moved: Armacost Seconded: Wester

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

Against:

Abstain:

- Rutherford Pride Alliance request to raise flag during Pride month (June 2020).
This item is tabled until the Borough finishes its policy.

11. Adjournment

Motion: To adjourn the meeting.

Moved: Vellis Seconded: Wester

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

Against:

Abstain:

There being no further business before the Board, the meeting was adjourned at 7:31 p.m.

Respectfully submitted,


Cori Verdino