**Rutherford Public Library Board of Trustees**
**Minutes for March 19, 2024 Meeting 7:00PM**

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

## 1. Roll Call

| | |
|---|---|
| Trustees Present | Ms. Wendy Armacost<br>Ms. Kim Bogosian<br>Ms. Kristie Damell - Zoom<br>Ms. Stephanie Kivich<br>Ms. Monica Rodriguez<br>Mr. Charles Ryan<br>Ms. Krista Vellis<br>Mr. Palmer Yale |
| Absent | Mr. Jimmy Rizzo |
| Staff Present | Ms. Gretchen Corsillo |
| Others Present | Mr. David LaPorta, Attorney - Zoom |
| Call to Order | The meeting was called to order at 7:00 p.m. by Ms. Armacost |

## 2. Provisions of the Open Public Meetings Act

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

## 3. President's Report

### A. Agenda

**Motion:** To approve the agenda for tonight's meeting
Moved: Vellis Seconded: Rodriguez
For: Armacost, Bogosian, Damell, Kivich, Rodriguez, Ryan, Vellis, Yale
Against:
Abstain:

### B. Approval of the minutes

**Motion:** To approve the minutes of the February 20, 2024, open meeting
Moved: Kivich Seconded: Yale
For: Armacost, Bogosian, Kivich, Rodriguez, Ryan, Vellis, Yale
Against:
Abstain: Damell

## 4. Hearing of the citizens

Ms. Armacost opened the meeting to the hearing of the citizens. Seeing none, she closed the meeting.

**5. Correspondence** – None

**6. Director's Report**

Ms. Corsillo reported:

- Finance – Budget hearing was February 23rd, attended by Ms. Corsillo and Ms. Armacost. We should know where we stand soon. The Annual report was sent to the State Library.
- Facilities – The thermostat in the auditorium is broken and getting replaced tomorrow. Our HVAC vendor raised rates significantly. After many conversations, they have come down from a 45% hike to a 10% hike. We are still looking at other possible vendors. They are finishing A/C repairs. We will see where the other vendors come in with their pricing.
    - Ms. Corsillo met with the camera vendor from the Police Department. We are looking to have them lower their quote. They said they might be able to do it with one camera instead of two. They were very open to coming down on the price.
    - PSE&G – we are looking to move forward with the plans for the lighting and heating. We haven't heard back, but Ms. Armacost will ask the Green Teem who they have dealt with as a contact.
- Fundraising – The Friends mini golf fundraiser raised over $12,000, $2,000 more than last year. Timed tickets on Saturday went well. There were new sponsors and great creativity with the hole decorations. They are ready to sign on again for next year. Donations of books will be collected for their book sale at the end of April. The Gala for the Foundation will be on March 23rd honoring Dan Meredith.
- Outreach – Ms. Corsillo presented at the Women's Club regarding our current services. Feedback was very positive. We will have a table at PrideFest again this year in June. Eclipse glasses are in! We have 500 pairs that will be handed out to patrons in the next couple weeks. People can sign up for a lottery on the website.
- BCCLS training – the new catalog is going live on the 25th. We will still have access to the old catalog as the new one still has a few bugs. Public Library Association conference next month. Marion Johnson and Ms. Corsillo are doing the mental health training offered by the Borough.
- The Freedom to Read Bill got tabled in February but they are continuing to work on it. NJLA has hired a lobbyist.
- "Best of Bergen" 2024 – Rutherford Library won!

**A. Finance**

1. Payment of bills

**Motion:** To approve payment of bills enclosed in packet
Moved: Yale Seconded: Kivich
For: Armacost, Bogosian, Damell, Kivich, Rodriguez, Ryan, Vellis, Yale
Against:
Abstain:

**B. Buildings/Grounds** – update in Director's report.

**C. Foundation** – Ms. Bogosian reported that the Gala planning is going well. $24,000 in sponsorships is average. We are at $29,000 now with a $5,000 donation from Allstate. 50/50 sales are going on now and we still have a little space left. There will be a small silent auction.

**D. By-Laws** – No report.

**E. 130th Anniversary** – Will be mentioned at the Gala to look for something later in the year.

**F. Policy** – No report.

**G. Strategic Planning** – No report.

**H. Nominating** – No report

**I. Personnel** – No report

**J. Mayor/Alternate** – Budget is being presented first meeting of April.

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

**L. Legal –** No report.

**8. Old Business**

- Teen space – proposal from Creative Library Concepts. Sent them the renderings Chuck Olivo did. It will cost $49,000 or so. That includes everything except the Teen Librarian desk and the ADA ramp. We can pick specific finishes and options.

**9. New Business**

- Library IQ – pulls circulation data, programming numbers, door count etc. to run professional reports. BCCLS is voting on giving this product ILS access this week. Ms. Corsillo will recommend that we purchase it if they do. Can drill down into categories to look at interests and types of genres, etc.

**10. Adjournment**

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

There being no further business before the Board, the meeting was adjourned at 7:38 p.m.

Respectfully submitted,

*Cori Verdino*

Next Meeting: Tuesday, April 16, 2024 at 7:00 PM