`Rutherford Public Library Board of Trustees
Minutes for June 18, 2024 Meeting 7:00PM

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

1. Roll Call

Trustees Present	Ms. Kim Bogosian Ms. Kristie Damell - Zoom Ms. Stephanie Kivich - Zoom Mr. Jimmy Rizzo - Zoom Ms. Monica Rodriguez Mr. Charles Ryan Mr. Palmer Yale - Zoom
Absent	Ms. Wendy Armacost Ms. Krista Vellis
Staff Present	Ms. Gretchen Corsillo
Others Present	Mr. Ian Doris, Attorney Ms. Bonnie Corcoran
Call to Order	The meeting was called to order at 7:02 p.m. by Ms. Rodriguez

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 for tonight's meeting
Moved: Bogosian Seconded: Yale
For: Bogosian, Damell, Kivich, Rizzo, Rodriguez, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the May 21, 2024, open meeting
Moved: Bogosian Seconded: Damell
For: Bogosian, Damell, Rodriguez, Yale
Against:
Abstain: Kivich, Rizzo, Ryan

Motion: To approve the minutes of the May 21, 2024, closed meeting

Moved: Yale Seconded: Damell
For: Bogosian, Damell, Rodriguez, Yale
Against:
Abstain: Kivich, Rizzo, Ryan

4. Hearing of the citizens

Ms. Rodriguez opened the meeting to the hearing of the citizens.

Ms. Bonnie Corcoran – 390 Montross Ave. spoke. She stated that the Library Board has an Open Public Meeting and that agendas were to be posted in advance. Ms. Corsillo stated that because we do an annual meeting notice, we don't need to post the agendas, as they aren't known that far in advance.
Ms. Corcoran stated that the State Library Trustees Association requires a 48-hour notice, giving the time, the date and the agenda, as known.

Mr. Doris will look into it.

Ms. Rodriguez says that we didn't ever post an agenda, but Ms. Corcoran believes that we did in the past.
Seeing no further citizens wishing to speak, Ms. Rodriguez closed the meeting.

5. Correspondence – None

6. Director's Report

Ms. Corsillo reported:

- Finance – We are awaiting the final audit report. We do not anticipate having any problems. Journal entries are showing up under the bills for some reason due to a QuickBooks glitch and have been marked on this month's bills list.
- Facilities – There was a failure of the A/C system in May. A new company was brought in who works specifically with Trane and they were able to diagnose issues. They think it wasn't installed correctly back in 2008. Working with the HVAC and the Tech, it's back up, but it's a temporary fix. We are awaiting estimates for long term fix, which will probably be done by Trane. Parts for the system in the Glass Room came in, but they are getting harder to find because the system isn't made anymore.
- Teen Room – samples are being decided on for the pieces in the space. Meeting with the designer. Still working on finding someone to install the ramp. If anyone knows someone who would take on a small project, please let her know. Furniture will likely have an 8–12-week lead time.
- The NJLA Conference – outreach and fundraising were very helpful. One person on the panel was from Hasbrouck Heights and was willing to take questions. Requests for homebound delivery of books has come up on occasion, and our Head of Circulation attended a BCCLS meeting on this. Mail is an option that might be a better route for us.
- Pridefest – We shared a table with the Friends. Lots of good feedback. We signed up people for the summer reading.
    - Friends are doing tables at other events as well.
- Public Policy – NJLA is advocating for restoration of network aid. This funds LibraryLinkNJ, which does deliveries around the state. It was cut in the State budget. It is used more in libraries outside of BCCLS. We rely on it for professional development.
    - Freedom to Read bill passed committee early this month and is moving forward.
    - Hoping to get an update on the permanent construction funding, but they didn't have one at this point.

- The Library received an OPRA request on June 10 regarding the Rutherfurd document that we are still storing for the Borough. Ms. Corsillo furnished the information to the Borough Clerk.

7. Committee Reports

A. Finance

1. Payment of bills

Motion: To approve payment of bills enclosed in packet, with additions
Moved: Rizzo Seconded: Yale
For: Bogosian, Damell, Kivich, Rizzo, Rodriguez, Ryan, Yale
Against:
Abstain:

B. Buildings/Grounds – No report

C. Foundation – Paying for teen space. Will be meeting over the summer.

D. By-Laws – No report.

E. Policy – No report

F. Strategic Planning – No report.

G. 130th Anniversary – It's on the website. More towards the fall.

H. Nominating – No report.

I. Personnel – No report.

J. Mayor/Alternate – No report.

K. Superintendent/Alternate – Summer recess starts soon.

L. Legal – Welcome to our new attorney, Ian Doris.

8. Old Business

- Establishment of Library as Book Sanctuary.
  - It will be announced on our website and in the newsletter as well. Ms. Corsillo distributed a Communication Plan in this month's board packet.

Motion: To adopt Resolution 2024-003 declaring Rutherford Public Library a Book Sanctuary.
Moved: Yale Seconded: Kivich
For: Bogosian, Damell, Kivich, Rizzo, Rodriguez, Ryan, Yale
Against:
Abstain:

- Update on historic Rutherfurd document
  - There was a resident question about the document. It is in storage in an archival holder/box. It's available upon request to be seen. It's a Borough owned document, and they are interested in speaking with a conservator or archivist to see if it is better to reproduce it or properly frame the original. They are speaking with someone who worked on the WW1 time capsule.

9. New Business

- None

10. Adjournment

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

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

Respectfully submitted,

Cori Verdino

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