Rutherford Public Library Board of Trustees
Minutes for November 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. Marisa Ackermann Ms. Wendy Armacost Ms. Stephanie Kivich Ms. Monica Rodriguez Mr. Charles Ryan - Zoom Ms. Krista Vellis
Absent	Ms. Kim Bogosian Mr. Jimmy Rizzo Mr. Palmer Yale
Staff Present	Ms. Gretchen Corsillo
Others Present	
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: Kivich
For: Ackermann, Armacost, Kivich, Rizzo, Rodriguez, Ryan, Vellis, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the October 15, 2024, open meeting
Moved: Rodriguez Seconded: Kivich
For: Ackermann, Kivich, Rizzo, Rodriguez, Ryan, Vellis, Yale
Against:
Abstain: Armacost

4. Hearing of the citizens

Ms. Armacost opened the meeting to the hearing of the citizens. One member of the public on Zoom stated he just wanted to observe.

5. Correspondence – None

6. Director's Report

Ms. Corsillo reported:

- Facilities – Temporary repairs to the roof are complete. It should last at least a year. The roof itself is in poor condition. Ms. Quatrone told Ms. Corsillo to submit a capital request for next year to the Borough Administrator.
    - Inside security cameras have been ordered. The wiring is complete, and the cameras should arrive in a few weeks. Its cloud based, so you can see the stream from anywhere.
    - Reiner is going to be our new HVAC vendor. We are paying for 2025 now; they bill annually. They include various other items that weren't included with the previous vendor.
    - Courtyard has been cleaned up – windows getting cleaned.
    - Furniture for the teen space is ordered but won't be in until January, at least
- Social Media Policy has been reviewed by Mr. Doris and is ready for Board review.
- Purchased an AED. Recommended by OEM coordinator. We are waiting for training to install it.
- Library of Things – soft launch yesterday. Two weeks in Beta mode for the software. Not promoting too much just yet. Not taking donations right now so that we aren't inundated with things that aren't suitable. That may change in the future.
- The Friends raised over $4,000 from their October book sale. They have proposed a homebound delivery service. We don't have the staff to do it, but they have an excited committee who are willing to take this on. We are working on how it's going to work. Demand probably isn't going to be high. Social Services may know people who need it as well. Only doing it with 4-week books, not 2-week books.
    - Presented 2025 funding request to the Friends. They will vote on it in December.
    - Looking to replace computer desk chairs without wheels that tend to roll away aggressively.
- Foundation has booked the Gala for May 3rd. Jimmy Rizzo will be the honoree.

7. Committee Reports

A. Finance

1. Payment of November bills

Motion: To approve payment of November bills enclosed in packet, with additions
Moved: Ackermann Seconded: Kivich
For: Ackermann, Armacost, Kivich, Rodriguez, Ryan, Vellis
Against:
Abstain:

B. Buildings/Grounds – Town just entered into a new security camera contract, but didn't include the Courtyard. Ms. Armacost is going to reach out to the Borough Administrator. The Library is getting the holiday tree in front, because the new tree in Lincoln Park didn't survive the transplant.

C. Foundation – No report.

D. By-Laws – No report.

E. Policy – No report.

F. Strategic Planning – Annual meeting

G. 130th Anniversary – The Library is the Holiday parade honoree this year.

H. Nominating – Ms. Vellis and Mr. Ryan will begin working on nominations.

I. Personnel – No report

J. Mayor/Alternate – No report.

K. Superintendent/Alternate – Jack Hurley was named NJ Superintendent of the Year.

L. Legal – No report.

8. Old Business

- None

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 Tuesday, November 19 at 7:25 PM in person and via Zoom to discuss personnel.

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 new hire

Motion: To approve the hiring of Patrick Feliciano to the part-time role of Security Guard at a rate of $22.00/hour.
Moved: Vellis Seconded: Rodriguez
For: Ackermann, Armacost, Kivich, Rodriguez, Ryan, Vellis
Against:
Abstain:

- Approval of Rutherford Public Library Social Media Policy
    - Ms. Corsillo reported that Mr. Doris has reviewed and had a couple of questions for clarification, but he approved the policy.

Motion: To approve the Rutherford Public Library Social Media Policy as presented.
Moved: Rodriguez Seconded: Ackerman
For: Ackermann, Armacost, Kivich, Rodriguez, Ryan, Vellis
Against:

Abstain:

- Adjustment of Library hours for Saturday, November 30

Motion: To approve an early closing of 2:00pm on Saturday, November 30, 2024 to accommodate the Chamber of Commerce Holiday Parade.
Moved: Ackermann Seconded: Vellis
For: Ackermann, Armacost, Kivich, Rodriguez, Ryan, Vellis
Against:
Abstain:

10. Adjournment

Motion: To adjourn the meeting.
Moved: Vellis Seconded: Rodriguez
For: Ackermann, Armacost, Kivich, Rodriguez, Ryan, Vellis
Against:
Abstain:

There being no further business before the Board, the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Cori Verdino
(KV)

Next Meeting: Tuesday, November 19, 2024 at 7:00 PM