Rutherford Public Library Board of Trustees
Minutes for October 21, 2025 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. Kim Bogosian Ms. Stephanie Kivich Mr. Jimmy Rizzo Ms. Monica Rodriguez - Zoom Mr. Charles Ryan Mr. Palmer Yale - Zoom
Absent	Ms. Wendy Armacost Ms. Krista Vellis
Staff Present	Ms. Gretchen Corsillo
Others Present	Mr. Ian Doris Mr. Ray Guzman
Call to Order	The meeting was called to order at 7:00 p.m. by Ms. Bogosian.

2. Provisions of the Open Public Meetings Act

Ms. Bogosian 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: Kivich Seconded: Ackerman
For: Ackermann, Bogosian, Kivich, Rodriguez, Rizzo, Ryan, Yale
Against:
Abstain:

B. Approval of the minutes

Motion: To approve the minutes of the September 16, 2025, open meeting
Moved: Kivich Seconded: Rizzo
For: Bogosian, Kivich, Ryan
Against:
Abstain: Ackermann, Rizzo, Rodriguez

4. Hearing of the citizens

Ms. Bogosian 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:

- Facilities – a new security camera has been installed on the roof. Tomorrow it's getting patched to the police station. Thanks to our Council Liaison and the Borough Administrator for ensuring that this project came to fruition.
- Finance – Our 2024 audit is in progress.
- The state has released the 1/3 mill numbers for 2026. We are up significantly thanks to the property values going up in town. We will receive $1,378,704, an increase of $116,990 over 2025. Ms. Corsillo is now working on next year's budget. We received this year's state aid check, which was about $10,000.
- September was Library Card Sign-up Month – we had over 100 new residents sign up. 20% more than last year. Many of these sign-ups took place at Rutherford Day.
- Collection Development – on 10/7/25 our vendor, Baker & Taylor, suddenly announced that they would be shutting down operations. All of our outstanding orders been cancelled.
    - Publishing has changed over the years. They didn't have a lot of competitors. Ingram is limited in taking on new accounts right now. Brodart is the other competitor, and we don't have the annual spend for them. They have a book leasing service that we have signed up for. We will lease new books, and they don't have a timeline to return them. This will help for now and they send the books processed and shelf ready, where if we order from Amazon, they aren't and need to be processed in house. This means it is taking longer to get new items on the shelf.
    - BCCLS created a new report breaking down patrons and their physical vs. digital borrowing patterns. Majority of people do both but about 25% of our patrons in the last year have been borrowing only digitally.
    - We are subscribing to a new news app, Newsreel – should be working next month. Geared towards promoting media literacy. We will start promoting it when it's live.
- Friends book sale was last weekend. We don't have final numbers yet, but Friday morning was very busy. The Krispy Kreme fundraiser is ongoing as well.
- The State Library has set a deadline of December 31, 2026 for local policies to reflect the Freedom to Read Act. Ms. Corsillo thinks our policies are close to what is required. We will look at them in early 2026.
- Professional development has been scheduled for December for active shooter protocol. Our security guard is running it so it will be very personalized. Also learning how to use our AED.

7. Committee Reports

A. Finance

1. Payment of October bills

Motion: To authorize payment of the October bills enclosed in the packet.
Moved: Rizzo Seconded: Ackermann
For: Ackermann, Bogosian, Kivich, Rizzo, Rodriguez, Ryan, Yale
Against:
Abstain:

B. Buildings/Grounds – No report

C. Foundation – Met tonight prior to the board meeting to kick off planning for the spring Gala.

D. By-Laws – No report.

E. Strategic Planning – No report.

F. Nominating – No report.

G. Personnel – No report

H. Mayor/Alternate – No report

I. Superintendent/Alternate – Fall is going well and got 20% respondents on the survey we put out. Field trips for the library are being planned.

J. Legal – No report

8. Old Business

- None

9. New Business

- Approval of Updated Harassment Policy

Motion: To approve updates to the library's Harassment Policy as presented.
Moved: Kivich Seconded: Bogosian
For: Ackermann, Bogosian, Kivich, Rizzo, Rodriguez, Ryan, Yale
Against:
Abstain:

- Approval of Early Closing - December 12, 2025

Motion: To approve a 1:00pm closing on Friday, December 12, 2025 for the purpose of staff training.
Moved: Ackermann Seconded: Kivich
For: Ackermann, Bogosian, Kivich, Rizzo, Rodriguez, Ryan, Yale
Against:
Abstain:

10. Adjournment

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

There being no further business before the Board, the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Cori Verdino

Next Meeting: Tuesday, November 18, 2025 at 7:00 PM