

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, July 8, 2021**

1. **CALL TO ORDER:** The hybrid meeting format of in-person/Zoom was called to order by President Cathy Osborn at 7:38 p.m. in the Library.

Board Members:

President: Cathy Osborn	present
Vice-President: Matt Jacobs	absent
Treasurer: Dan Lesso	present via Zoom
Secretary: Kathleen Walter	present
Mayor's Alternate: Amy Martin	absent
Superintendent's Alternate: Lisa Tomaselli	present via Zoom
Trustee: Rachel Feinmark	present
Trustee: Christa Folco	present via Zoom
Trustee: Jeff Schlecht	absent

Ex-Officio Members:

Library Director: Ellen O'Keefe	present
Friends of the Library Co-President: Joyce Stein	present via Zoom
Friends of the Library: Georgene Betterbed	present

Other:

Recording Secretary: Catherine Dodwell	present
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2. **ADEQUATE NOTICE OF THE MEETING:** Cathy Osborn announced that all requirements of the Open Public Meetings Act have been fulfilled: the date, time, and access to this meeting have been advertised in the official newspapers; posted on the Library and Borough websites; and posted at the main entrance of the Library. The link for public access to the virtual format has been provided along with instructions for public participation.
3. **MINUTES:** Dan Lesso moved to accept the minutes of the June 10, 2021 Regular Meeting as corrected: item 10: the program title was *Ensuring a Fair and Just Community: a Guided Conversation*. Second: Lisa Tomaselli. 5 yes, 0 no, 1 abstention. Motion carried.

Christa Folco moved to accept the minutes of the June 10, 2021 Executive Session as read. Second: Rachel Feinmark. 5 yes, 0 no, 1 abstention. Motion carried.

4. WELCOME TO VISITORS WITH INSTRUCTIONS ON WHEN TO ADDRESS THE BOARD: Cathy Osborn announced that public participation and remarks are allowed and provided guidance for comment.

5. PUBLIC COMMENTS: none

6. CORRESPONDENCE: an invitation for the Grand Opening of Blue Foundry Bank was received.

7. DIRECTOR'S REPORT:

- Ellen O'Keefe announced that the Borough dropped the mask mandate in public buildings for fully vaccinated individuals on July 6th and the Library is following suit. The staff is fine with this and some choose to continue wearing masks as do some members of the public and children. Daily temperature checks have been suspended and staff were instructed to self monitor for any COVID-19 symptoms before coming to work.
- With the hiring of a third person for Wednesday night staffing, Ellen expects to reopen on August 4.
- The Friends of the Library sponsored the four large umbrellas that are shading the patio. This welcome addition has been used for storytime and a lunch spot: a lawn sign acknowledging the donation is on order.
- Ellen reported that Lisa Tomaselli's father will reupholster 4 chairs and 4 stools and presented the cost. Kathleen Walter was asked by a community member whether a monetary donation could be designated for this project (yes).
- Ellen reported that the leak discovered in the bathroom has been fixed. This originated during the bathroom renovation four years ago when the work was not done correctly. A claim will be submitted to the insurance company but the \$2,500 per event deductible may preclude reimbursement.
- A freestanding aquarium of the same size has been ordered to replace the existing one near the entrance to the Children's Room. The request for sponsorship of the \$1,182 cost will be presented to the Friends of the Library at their September meeting.
- Ellen reported that she is attempting to coordinate a meeting for the design of the Centennial logo. Lisa Tomaselli suggested the time her husband is available to discuss this project.

- Ellen distributed a comprehensive statistical report for the second quarter of 2021 which also included 2019 and 2020 numbers for comparison. Circulation of print items is rebounding nicely and juvenile materials have returned to 2019 levels. Circulation of digital sources represents 22% of the total.
- Ellen was pleased to announce that the special program funded by ALA and presented on June 10 was very well received.
- Ellen is investigating the purchase of a better and more accurate people counter to be used for collecting the 4th quarter statistics.

8. TREASURER’S REPORT/JULY BILLS TO BE PAID:

Cathy Osborn will be coordinating the visit to the bank for the completion of signature cards. All signatures must be provided within 24 (48?) hours of each other before the bank will process it. Three signatures will be on file and two signers will be required for check signing.

Kathleen Walter moved to accept the Treasurer’s Report as distributed. Second: Christa Folco. Motion carried.

Kathleen Walter moved to pay the July Bills as presented. Second: Rachel Feinmark. Motion carried.

9. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Joyce Stein reported that the Friends have not held a recent meeting and will not reconvene until September. She reported that Ludmila Golad attended Blue Foundry Bank’s Grand Opening on June 24 and received a donation of \$5,000 on behalf of the Friends. A separate account will be opened and its designation will be determined later.
- Georgene Betterbed reported that letters are being sent to the artists whose work appears in the town calendar inviting them to a grand re-opening of the gallery and inviting them to choose a month they would like for hanging an exhibit. All agreed that the same invitation will be extended to the 3 artists who did not appear in the calendar due to space limitations. She confirmed that the Friends do receive a percentage of the artist’s sale.

10. FOR INFORMATION: none

11. FOR DISCUSSION:

- a. Reopening on Sunday: as was noted on the Treasurer’s Report, a savings of \$32,000 was realized as a result of being closed on Wednesday night and Sunday for the past year. Ellen O’Keefe proposed resuming Sunday

hours following Labor Day but whether or not that is sustainable in 2022 will be determined from the ⅓ mil amount and if the Borough increases the appropriation above that amount. The municipal budget is facing a revenue shortage as a result of the steep decrease in parking revenue and other sources.

A discussion highlighting the pros and cons of being open on Sunday ensued.

- b. Tutoring in the Library: Ellen would like to prohibit tutoring in the library because too many tables are made unavailable for other patrons after school. Other alternatives were discussed and the Community School will be asked if they could place tutors in the school buildings. Further discussion of this topic will resume in August.

12. FOR ACTION:

Kathleen Walter moved to accept following 2022 Board Meeting schedule: all meetings are held in the Library and are scheduled on the second Thursday of the month at 7:30 pm, except as noted*. January 6*; February 10; March 10; April 7*; May 12; June 9; July 14; August 11; September 8; October 13; November 10; December 8.

Second: Christa Folco. Motion carried.

13. COMMITTEE REPORTS:

a. Finance: Dan Lesso--no report

b. Personnel: Kathleen Walter has not received information about the union contract negotiations.

c. Buildings and Grounds: Ellen O'Keefe reported that she is waiting for samples of moveable tables.

d. Planning: Christa Folco--no report

e. Technology: Matt Jacobs--no report

F. Ad Hoc: Christa Folco reported that 272 responses were received to the Community Survey which has now been closed. The next step will be to tabulate the responses.

14. OLD BUSINESS: none

15. NEW BUSINESS: Ellen O'Keefe demonstrated the fun and interactive web pages created by the Teen and Children's Librarians to promote the Summer Reading Program: *Tails and Tales*.

16. ADJOURNMENT: Kathleen Walter moved to adjourn the meeting at 8:34 p.m.
Second: Lisa Tomaselli. Motion carried. The next meeting is scheduled for
Thursday, August 12 at 7:30 p.m.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary