

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, March 10, 2022 via Zoom**

- 1. CALL TO ORDER:** The virtual meeting was called to order by President Rachel Feinmark at 7:35 p.m. on the Zoom platform.

Board Members:

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| President: Rachel Feinmark | present |
| Vice-President: Matt Jacobs | present |
| Treasurer: Dan Lesso | absent |
| Secretary: Kathleen Walter | present |
| Mayor's Alternate: Jon Cole | present |
| Superintendent's Alternate: Lisa Tomaselli | present |
| Trustee: Christa Folco | present |
| Trustee: Jeff Schlecht | present |
| Trustee: Maggie Jacoby | present |

Ex-Officio Members:

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

Other:

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| Recording Secretary: Catherine Dodwell | present |
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- 2. ADEQUATE NOTICE OF THE MEETING:** Rachel Feinmark 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:** Minutes of the February 10, 2022 Regular Meeting were accepted by consent as corrected. Minutes of the December 9, 2021 and January 6, 2022 Closed Session Meetings were accepted by consent as distributed.
- 4. WELCOME TO VISITORS WITH INSTRUCTIONS ON WHEN TO ADDRESS THE BOARD:** Rachel Feinmark announced that public participation and remarks are welcome and provided guidance for comment.

5. PUBLIC COMMENTS: none

6. CORRESPONDENCE: none

7. DIRECTOR'S REPORT:

- Ellen O'Keefe announced that the rug cleaning is scheduled for Tuesday, April 12. It will be necessary to close the Library and Ellen was alerted to the fact that schools will also be closed that day.
- The Library has received the NJ CARES Act Fund reimbursement in the amount of \$17,147. The cost of the front step repair will be covered from this reimbursement.
- The Borough announced that masks are optional for staff and the public in all borough buildings as of March 7.
- Ellen reported that planning for the NJ Maker Day event is well underway and is scheduled for Saturday, March 26 with a variety of activities for all ages. This event will also serve as the Centennial kickoff.
- Ellen announced that the restrooms will revert to traditional men's and women's rooms to accommodate more than one person: the privacy locks on the exterior doors will be removed.
- Two lawn signs and a window decal with the Centennial logo have been installed.
- Ellen reported that her participation on BCCLS' committees will include LAMP (Library Administration, Management, Personnel) and Member Services.

8. TREASURER'S REPORT/MARCH BILLS TO BE PAID:

The Treasurer's Report was unavailable and will be presented in April.

Maggie Jacoby moved to pay the March bills as presented. Second: Christa Folco. Motion carried. The cost of mugs and polo shirts will be deducted from the Centennial line and will appear next month.

9. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Joyce Stein announced that the Friends have a new Secretary, Heather Gadkari, who will attend the next meeting on March 14. Her professional responsibility is Deputy General Counsel and Regional Council Latin America for Nielsen Global Media.
- Joyce reported that the response to the membership drive is fantastic with \$5000 in donations received to date; many are centennial memberships.
- Luisa Billingsly and Caroline Lederer have been actively promoting the membership drive and Readathon on social media.
- Registration for the All*Star Readathon is underway. Forms were distributed through the Superintendent's Office to all the schools and registrations can

also be completed through the Friends of the Library website. All students through 5th grade are encouraged to participate.

- Georgene Betterbed announced that the Gallery exhibit in May will feature emerging artists who are sophomores, juniors, or seniors at Glen Rock High School. Glen Rock TV is interested in promoting this through interviews with the students. The exhibit scheduled for June will feature nine artists who are participating in Arts Amble which is sponsored by Creative Bergen. This exhibit will provide an opportunity for artists to meet potential buyers.
- The September Centennial Exhibition will feature a juried show with submissions of various genres depicting a modern retrospective of books published in 1922.
- At Ellen O'Keefe's suggestion, Georgene has joined the BCCLS' Friends Group and will solicit the keynote speaker for the Friends' Breakfast.

10. FOR INFORMATION:

- a. The next Board Meeting will be held on April 7, 2022.
- b. The April Board Packet will be distributed on Wednesday, April 6.
- c. All were reminded to file the State Financial Disclosure Form by April 30. Matt Jacobs sent the link which will become active on April 4.
- d. In-person Library Board Meetings will resume in April and will be held in the nook.

11. FOR DISCUSSION:

- a. Capital Campaign Committee: Rachel Feinmark reported that she and Maggie Jacoby are in the process of creating a steering committee to develop a capital campaign. Jon Cole and Christa Folco agreed to participate as Board representatives. Rachel is hoping to elicit the support of community members who have not previously been involved with the library. Georgene Betterbed has a list that was previously generated of potential volunteers; she will forward it to Rachel. A public launch of the capital campaign is anticipated this summer as part of the Centennial.

12. FOR ACTION: none

13. COMMITTEE REPORTS:

- a. Finance: no report
- b. Personnel: Kathleen Walter announced that nothing has been received from the Union. Ellen O'Keefe announced that Kristen Rasczyk has been appointed by the staff as the Shop Steward.
- c. Buildings and Grounds: to be covered under Unfinished Business
- d. Planning: no report
- e. Technology: no report

f. Ad Hoc:

- I. Centennial Committee: Georgene Betterbed announced three levels of underwriting. Ascendia Bank has contributed \$750 and other large organizations in town have been approached: the Shubert Organization owns the mall in town; Starbucks promotes literacy; Millennium Strategies; and our attorneys will be asked. The second tier will target local vendors (i.e. Baker & Taylor); and the third tier will target local businesses. This third tier will be a challenge because of competition with solicitation for the Graduation Ball.
- II. Strategic Planning: no report

14. UNFINISHED BUSINESS: Jeff Schlecht reported that the Direct Install program through PSE&G is not a viable option for the HVAC replacement because it targets the replacement of existing units with equivalent capacities and not a total system overhaul. He will seek proposals from a few consultants to assess our needs and will seek to establish rebates for which we are eligible. Jeff anticipates replacement of the mechanical system will cost \$600,000 and it will be nine months to a year before it is completed. In the meantime, individual air purifiers with enhanced filtration could be installed downstairs to make the space usable for the summer.

15. NEW BUSINESS: none

16. ADJOURNMENT: Lisa Tomaselli moved to adjourn the meeting at 8:14 p.m.
Second: Jon Cole. Motion carried. The next meeting is scheduled for Thursday, April 7 at 7:30 pm.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary

Rachel Feinmark
Board President