

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, August 10, 2023 at 7:00 pm**

- 1. CALL TO ORDER:** The meeting was called to order by President Rachel Feinmark at 7:00 pm in the Library.
Kathleen Walter moved to go into Closed Session at 7:05 pm to interview candidates for the Library Director position. Second: Maggie Jacoby. Motion carried.
Kathleen Walter moved to resume the regular meeting at 8 pm. Second: Maggie Jacoby. Motion carried.

Board Members:

President: Rachel Feinmark	present
Vice-President: Matt Jacobs	present
Treasurer: Dan Lesso	absent
Secretary: Kathleen Walter	present
Mayor's Alternate: Jill Orlich	present
Superintendent's Alternate: Jamie Britton	present
Trustee: Christa Folco	absent
Trustee: Jeff Schlecht	absent
Trustee: Maggie Jacoby	present

Ex-Officio Members:

Interim Director: Lisa Tomaselli	present
Friends of the Library VP: Mark Golad	present
Friends of the Library Treas: Paul Natalizio	present

Others:

Recording Secretary: Catherine Dodwell	present
Business Manager: Kathy Simmons Collins	present

- 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.
- 3. MINUTES:** Minutes of the July 13, 2023 Regular Meeting were accepted by consent as distributed.
- 4. WELCOME TO VISITORS AND 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. INTERIM DIRECTOR'S REPORT:

- Lisa Tomaselli received an email from the Fort Lee Public Library Director about someone who appeared at the Fort Lee Municipal Building to conduct a First Amendment Audit; Chris Yurgelonis shared this information and the concern that the individual would visit the Library; Lisa explained what a First Amendment Audit is.
- Lisa announced that the two part time positions have been filled: Ellis Heddy will work 28 hours beginning July 27 and Yulia Above, a current Children's Assistant, will take on an additional 15 hours.
- Lisa reported that the new telephones are in and she is working with Tekscope and Kathy Simmons Collins to work out the bugs; there is difficulty with the paging function, phone lines are cutting out, and longer cords are needed. Lisa also reported the surprise bill from Tekscope for the installation in the amount of \$6700. The contract with Tekscope and the Minutes will be reviewed to establish if this is correct.
- Lisa reported sending a wish list to the Friends of the Library that was compiled by the children's and adult services departments requesting funding for additional programs and supplies; funding for replacement items for the Library of Things was also requested.

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

- The Treasurer's Report was not available because the banking statement had not been received from Blue Foundry Bank. There was a bounced check issue with BFB that was being worked out.
- Kathleen Walter moved to pay the August bills as presented. Second: Maggie Jacoby. Motion carried.

9. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Mark Golad and Paul Natalizio reported that the Interim Director's wish list has been reviewed; Paul indicated that the 3rd quarter Friends check has been given to Kathy Simmons Collins; they indicated the 2024 budget proposal will be requested in September and should include a 10% contingency for extras; the Director reports a quarterly summary of expenses at the Friends meeting.
- Mark Golad discussed the launch of the Capital Campaign as a major fundraising effort and suggested retaining a professional consultant to help with this undertaking. He suggested that the Friends will possibly cover the cost once the Board decides who they would like to use. Maggie Jacoby offered to conduct informational interviews and reported that her experience

has revealed a wide range of fees for this service. The Friends are committed to a significant effort to get this off the ground.

- Mark reported that the Wine Tasting is scheduled for November 4; the liquor license has been obtained; the evening will include a silent auction and 50/50; a student musician from the High School will be invited to perform; advertising for this event should begin soon.
- The 2024 Readathon will begin earlier on February 1 to avoid a conflict with Spring Break which is earlier next year; the deadline for completion will be March 1 and will coincide with Read Across America; the electronic platform for for payment will not be changed and is linked to PayPal; Maggie has ideas for streamlining this process and will discuss her ideas with Petra.
- The Friends will resume in-person meetings beginning in September and continue through October and November; meetings during the winter months will be virtual; meetings are published on the website and are held on the second Monday of the month; a question arose of how the meetings are announced; they are still looking for a Secretary.

10. FOR INFORMATION: none

11. FOR DISCUSSION: none

12. FOR ACTION:

- a. Kathleen Walter moved to appoint Brianne Colombo as the new Director of the Glen Rock Public Library at a rate of \$94,000 per year; pending the completion of a satisfactory reference check. Second: Jamie Britton. Motion carried unanimously.

13. COMMITTEE REPORTS:

- a. Finance: no report
- b. Personnel: covered in item 12. a
- c. Buildings and Grounds: no report
- d. Planning: no report
- e. Technology: no report
- f. Ad Hoc: no report

14. UNFINISHED BUSINESS: With reference to the First Amendment Audit presented earlier, Lisa Tomaselli distributed code of conduct policies from three libraries that address videotaping in the library and the need for approval from the Director in advance; she suggested that GLRK's policy should be reviewed; she also circulated a "naughty card" which is distributed to patrons at the Montclair Public Library to remind them when they are in violation of the code of conduct.

15. NEW BUSINESS: Maggie Jacoby moved to go into Closed Session at 8:52 pm to discuss personnel issues. Second: Jamie Britton. Motion carried. Jamie Britton moved to end the Closed Session at 8:55 pm. Second: Maggie Jacoby. Motion carried.

Maggie Jacoby moved to return to the Regular Meeting at 8:55 pm. Second: Jamie Britton. Motion carried. The Board confirmed that Theresa Sarracino will continue to receive a stipend in September for supporting the part-time Director until the newly appointed Director assumes the position.

16. ADJOURNMENT: Maggie Jacoby moved to adjourn the meeting at 8:56 p.m. Second: Jamie Britton. Motion carried. The next meeting is scheduled for Thursday, September 7 at 7:00 pm.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary

Rachel Feinmark
Board President