

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, April 13, 2023 at 7:00 pm**

- 1. CALL TO ORDER:** The meeting was called to order by President Rachel Feinmark at 7:12 pm in the Library.

Board Members:

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

Ex-Officio Members:

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

Others:

Recording Secretary: Catherine Dodwell	present
FOL member: Georgene Betterbed	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 March 9, 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. DIRECTOR'S REPORT:

- Ellen O'Keefe reported that the fabulous turnout for the NJ Makers' Day event was a real morale booster for the staff; approximately 200 patrons and teen volunteers participated. Libby Norris and Kristen Rasczyk were instrumental in creating an excellent variety of STEAM activities; enlisted the help of the GRHS Robotics Club; the Makersafe Team; and offered 3D printing and design with Varun Mehta, his daughter and two friends from Generation Coders at the Bergen Academies. The Board asked Ellen to convey their compliments to Kristen and her team for the success of the day.
- Ellen referred to the statistical reports included in the packet and noted that the borrowing trends, foot traffic, program attendance, and library card registrations have returned to pre-pandemic levels. The situation is constantly changing with downloadables; it was suggested that this topic be included in the monthly newsletter as a way of educating the public about what we do.
- Ellen would like to recommend closing on Tuesday, April 25 for carpet cleaning as it is the least disruptive day.
- The Library received a \$5,000 grant from the Yaw Paw Foundation of Ridgewood and Glen Rock to purchase nonfiction children's books for early readers; this donation is coordinated by Bob Shoemaker in memory of his wife, Maggie who was a children's and school librarian.
- Ellen announced that an application has been submitted to LibraryLinkNJ for a mini-grant to purchase sensory activities that can be regularly rotated; this will be a welcomed addition to a bustling children's room.
- Ellen reported the staff received naloxone training at the April 7th Staff Meeting and she has some on hand; the estimate for the window cleaning is the same as last year; four different areas of the HVAC system were repaired this week; handsets for the new telephone system were received; the mobile tables and new chairs have been ordered and are awaiting delivery.
- Included with Ellen's report was a preview of the new BCCLS logo which better represents the service area by changing the acronym to "Bridging Communities, Connecting Library Services."

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

- The Treasurer's Report was accepted by consent as distributed. It will be filed for audit.
- Maggie Jacoby moved to pay the April bills as presented. Second: Kathleen Walter. Motion carried.

9. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Georgene Betterbed reported the Friends events on behalf of Joyce Stein.

- Collecting books for the book sale is underway and will continue through May 8. Nanci Lynn, coordinator of the town wide rummage sale is spearheading this undertaking and is looking for volunteers to assist with set-up on Friday.
- Georgene provided an update to the Gallery: an exhibit with works of Chris Weyant and Anna Kang is hoped for October 2024. Logistics have to be worked out since the artwork is on individual sheets and will be difficult to display with the Library's current hanging system.
- The first meeting of the wine tasting committee was held and the event is scheduled for Saturday, November 4 from 5:30-7:30 pm in the Library. Joel Mitchel, owner of Beekman Wine and Liquors will handle the vintner aspect of the evening; the Friends will apply for the liquor license from the Borough; the Market Basket will be contacted to provide nibbles for the evening; a silent auction and cash raffle are being considered. Guests will be able to place orders for the wines at the event but none will be sold on the premises that evening. The Friends are planning to distribute wine glasses with their logo and will use extra glasses as an incentive for membership renewals.
- The Readathon was conducted through March and has raised \$11,000 so far.

10. FOR INFORMATION: none

11. FOR DISCUSSION:

- a. Ellen announced that National Library Week is scheduled for the end of April and she would like to use this opportunity to begin a low-key information campaign as an introduction to the capital campaign. Her objective is to use social media to attract volunteers who will help with this undertaking. Maggie Jacoby offered to interview Ellen and present the written format as a thought piece to raise the public's awareness of the issues that we are facing. She also suggested using more social media contacts. As part of this launch, Ellen will request that patrons post to social media why the Library is important to them.

12. FOR ACTION:

- a. Matt Jacobs moved to transfer \$6270 from the Capital Reserve account to the Technology budget line for the payment of new telephone handsets. Second: Dan Lesso. Motion carried. Matt also suggested implementing call groups as part of the intercom set-up.
- b. Christa Folco moved to close the Library for carpet cleaning on Tuesday, April 25. Second: Maggie Jacoby. Motion carried.
- c. Christa Folco moved to approve the Wine Tasting Event to be sponsored by the Friends of the Library on Saturday, November 4, 2023. Second: Dan Lesso. Motion carried.

13. COMMITTEE REPORTS:

- a. Finance: Ellen O'Keefe reported that she and the Finance Committee met with the Mayor and Council on March 15 to present the Library's funding

request for 2024. As a result of this meeting, the Council voted to approve an additional \$28,643 to the Library's budget. Library representatives presented the need for funding above the 1/3 mil minimum to continue providing the current level of service. Ellen anticipates further discussion with the Council to discuss a 5-10 year plan for increasing the Library's funding.

- b. Personnel: Kathleen Walter moved to hire a PT Sunday librarian at a rate of \$39.00 per hour and a PT Children's Assistant at a rate of \$15.13 per hour. Second: Matt Jacobs. Motion carried.
- c. Buildings and Grounds: Ellen O'Keefe reported that the roof is currently not leaking; the outside trees look very nice in full bloom; Peter Marcalus is planning to fix the Maureen Barron memorial sculpture shortly; updates to the phones, carpets, and window cleaning were previously covered.
- d. Planning: Christa Folco expressed an interest in collecting stories of how residents value the Library.
- e. Technology: no report
- f. Ad Hoc: no report

14. UNFINISHED BUSINESS: Lisa Tomaselli introduced the problems experienced by the teachers as a result of the Readathon and she would like to suggest a small group discussion on how to improve this. She also reported that the inter-school rivalry is getting out of hand. Maggie Jacoby and Christa Folco indicated that the software being used to solicit donations needs improvement since it is cumbersome for relatives to create their pledges in support of the student's goals; this obstacle may be a deterrent to raising more money. Georgene Betterbed suggested that this feedback be reported at the next Friends' meeting in May.

15. NEW BUSINESS: none

16. ADJOURNMENT: Maggie Jacoby moved to adjourn the meeting at 8:30 p.m. Second: Dan Lesso. Motion carried. The next meeting is scheduled for Thursday, May 11 at 7:00 pm.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary

Rachel Feinmark
Board President