

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, September 8, 2022**

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

Board Members:

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

Other:

Recording Secretary: Catherine Dodwell	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 14, 2022 Regular Meeting were accepted as corrected: the amount of the CD in item 12b is \$8,547.50; Minutes of the July 14, 2022 Closed Session meeting were accepted as distributed; Minutes of the August 22, 2022 Closed Session meeting were accepted as corrected: Maggie Jacoby was present.
- 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 announced the details for Centennial Day scheduled for September 10: Bergen County Commissioner Ramon Hache, NJ State Librarian Jen Nelson, and BCCLS Executive Director Dave Hanson are among the invited guests; the attendance of additional state and local elected representatives is possible; the Rededication Ceremony will take place under a tent at Borough Hall followed by refreshments in the Library. Throughout the day, shuttle bus tours of Glen Rock will be offered, drop in activities for children and teens will be held in the Library, and an F.Scott Fitzgerald impersonator will be present. Since social media has become an effective method of promotion, Ellen will send out an email blast as a reminder.
- Ellen reported that the 2022 Summer Reading Program, "Oceans of Possibilities" was an overwhelming success. Libby Norris and Kristen Rasczyk put together an outstanding selection of activities that were very well attended. Rewards for reading were marked by earning beads to create a keychain or bracelet and was a big hit. Ellen provided a statistical comparison of 2019 and 2022 program participation.
- Ellen reported the following staff changes: Mary Kirkegard, P/T Children's Assistant resigned effective August 17 and Meghan McGovern, a Sunday Page resigned effective August 26. One position is close to being filled and the other is under review.
- The downstairs HVAC was repaired on August 31 with the Borough covering the cost; the front step repair has been completed; and the transition to a new telephone system that is bundled with the Borough is underway. The Library will cover the cost of the telephones but the Borough will continue to pay for service.
- Ellen reported that the dedication of the Maureen Barron memorial sculpture has been set; wording for the plaque was reviewed; a friend of Maureen's is donating the plaque and its installation.

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

- The Treasurer's Report was accepted by consent as distributed. It will be filed for audit.
- Kathleen Walter moved to pay the September bills as presented. Second: Maggie Jacoby. Motion carried.
- The cost of the ballast replacements by Lynmar Electrical & Mechanical was noted.

9. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Joyce Stein reported the Friends did not meet during the summer and the next meeting will be held on Monday, September 12.

10. FOR INFORMATION: none

11. FOR DISCUSSION:

- a. Mobile tables: Ellen O’Keefe reported that she and Jeff Schlecht identified nine moveable tables and chairs to replace the large round ones in the main reading area to facilitate more flexible programming. The Board’s preference was for dark finished tables and all agreed that more information about the chairs is needed. Ellen announced that \$9600 in the budget has been earmarked for this improvement.

12. FOR ACTION:

- a. Kathleen Walter moved to approve the 2023 Board of Trustees Meeting schedule for the following Thursdays: January 12; February 9; March 9; April 13; May 11; June 8; July 13; August 10; September 14; October 19; November 9; and December 14. All meetings will be held in the Library at 7:30 p.m. Second: Dan Lesso. Motion carried.
- b. Kathleen Walter moved to approve the 2023 Holidays and Closings as follows: January 1, New Year’s Day; January 2, New Year’s Day observed; January 16, Martin Luther King, Jr. Day; February 20, President’s Day; April 7, Good Friday; May 29, Memorial Day; June 19, Juneteenth; July 4, Independence Day; September 4, Labor Day; November 22, Thanksgiving Eve Day/open 9-1; November 23, Thanksgiving Day; November 24, Day after Thanksgiving; December 22, Christmas Eve Day observed; December 24, Christmas Eve; December 25, Christmas Day; December 31, New Year’s Eve Day. Additional closings that do not set precedent: Sunday, April 9 for Easter; Saturday (May 27) and Sunday (May 28) before Memorial Day; Saturday (Sept. 2) and Sunday (Sept. 3) before Labor Day; and Saturday, (Dec. 23) before Christmas Eve Day. Second: Dan Lesso. Motion carried.

13. COMMITTEE REPORTS:

- a. Finance: Kathleen Walter moved to transfer \$8700 from the capital reserve fund to cover the expense of the front step repair and the telephone system upgrade. Second: Maggie Jacoby. Motion carried.
- b. Personnel: Kathleen Walter provided an update with the Union Contract negotiations: a tentative Memo of Understanding has been signed by both sides that there is a 3 year agreement. The next step in the process is the Union vote.
- c. Buildings and Grounds: no report
- d. Planning: no report
- e. Technology: no report
- f. Ad Hoc: Centennial Committee—previously covered in the Director’s Report.

14. UNFINISHED BUSINESS: none

15. NEW BUSINESS: none

16. ADJOURNMENT: Kathleen Walter moved to adjourn the meeting at 8:25 p.m.
Second: Maggie Jacoby. Motion carried.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary

Rachel Feinmark
Board President