

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

- 1. CALL TO ORDER:** The meeting was called to order by President Rachel Feinmark at 7:48 p.m. in the Library. A tour of the main floor to inspect water damaged ceiling tiles from a recent rain storm was conducted before the start of the meeting.

Board Members:

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

Ex-Officio Members:

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

Other:

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.
- 3. MINUTES:** Minutes of the October 13, 2022 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 BCCLS' Friends Breakfast returned to an in-person format after a three year absence and was well attended. She thanked the Board for sponsoring tickets for Theresa, Kristen, Libby and herself.
- Music CD's will be eliminated by the end of 2022. Circulation of this format has dropped significantly in recent years; new purchases were not budgeted in 2022; the shelf space will be reassigned to YA print materials; there has been no patron feedback or complaints.
- The upgrade of the telephone/paging system has not progressed since last month. Ellen is awaiting action from the vendor, Tekscope to port the phones, however the hardware and software for the current public address system is incompatible with Tekscope's system. Ellen hopes a suggested solution is forthcoming; currently only one phone line is available. Matt Jacobs will discuss this with Ellen.
- The Library has received its State Aid check in the amount of \$6,248; the annual audit has been completed; copies of the audit report are available in the Trustee's folders.
- Ellen, Dan Lesso, and Mary Ellen Puzen from the Finance Committee will meet on November 17 to prepare the 2023 Budget.

## **8. TREASURER'S REPORT/NOVEMBER 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 November bills as presented. Second: Christa Folco. Motion carried.
- Dan Lesso reported that the CD's have been updated.
- In response to a question about a bill from Confires, Ellen O'Keefe explained that a radio transmitter servicing the alarm was replaced.

## **9. REPORT FROM THE FRIENDS OF THE LIBRARY:**

- Joyce Stein reported that two new volunteers have joined the Friends and wish to become involved with any upcoming projects.
- A "Meet and Greet" is planned in the Library on a Sunday afternoon in December; the actual date will be decided at the November 14th Friends meeting.
- Possible fundraisers for 2023 will be discussed at Monday's meeting.

## **10. FOR INFORMATION: none**

## **11. FOR DISCUSSION:**

- a. Library renovations funding:

- Mayor Kristine Morieko joined the meeting via Zoom and was updated on the status of the stained ceiling tiles on the main floor as observed before the start of the meeting. This damage is attributed to a recent heavy rain.
- Jeff Schlecht submitted a draft project description of maintenance needed to the addition and alterations of the building and the dates in which the renovations were completed. The vision of the overall improvements is composed of four separate projects: roof replacement, HVAC replacement, interior alterations for space needs, and replacement of the lift with an ADA compliant elevator. He estimates the needed funding at \$250,000.
- Rachel Feinmark introduced the need for a two-pronged approach to seeking funding: a capital campaign and a bond from the Borough. Rachel, Kathleen Walter, and Matt Jacobs will seek to have a brainstorming session with Georgene Betterbed and Robert VanLangen who chaired the previous Capital Campaign to determine what is necessary to move forward.
- Mayor Kristine Morieko requested a presentation of Jeff Schlecht's project proposal at the December 14 work session of the Mayor and Council to request emergency action on the needed roof repairs or consideration of a full replacement.
- Ellen O'Keefe requested permission to have a tarp installed over the roof as an immediate stop gap method for reducing water damage and to convey the need for immediate action.

## **12. FOR ACTION:**

- a. Salary adjustment for three part-time Library Assistants:  
Kathleen Walter moved to increase the salaries of three part-time Library Assistants hired at the Glen Rock Public Library in 2022 from \$13.50 per hour to \$14.38 per hour (with no retroactive payment) effective November 14, 2022. These adjustments are being made in general as a result of the next increase in the NJ Minimum Wage Law scheduled to take effect on 1/1/2023. These hourly wage adjustments will be in addition to any future increases set forth in the parties' Collective Bargaining Agreements for calendar years 2023 and 2024. Only those three part-time employees whose hourly wage is adjusted from their original rate as set forth above will receive this increase. All other employees will only receive increases in strict compliance with the parties' Collective Bargaining Agreements running from January 1, 2022 through December 31, 2024. Second: Matt Jacobs. Motion carried with the following roll call vote: 6 yes, 0 no, 0 abstentions.

## **13. COMMITTEE REPORTS:**

- a. Finance: a meeting is scheduled for next week on November 17.

- b. Personnel: previously discussed
- c. Buildings and Grounds: previously discussed
- d. Planning: no report
- e. Technology: no report
- f. Ad Hoc: no report

**14. UNFINISHED BUSINESS:**

a. Mobile tables and new chairs: all present agreed that the table size in the proposal needs to be revised to address the need for a larger working surface for patrons seated in groups. Chair designs were reviewed with interest in three models; all agreed they wanted to see samples before deciding.

**15. NEW BUSINESS:**

- Rachel Feinmark announced that the Nominating Committee should present a slate at the December meeting of trustees for the following year since two terms are ending.
- Mayor Morieko provided the correct dates that terms end for the current trustees: Rachel Feinmark, 2026; Matt Jacobs, 2022; Daniel Lesso 2023; Kathleen Walter, 2024; Christa Folco, 2023; Maggie Jacoby, 2023; Jeffrey Schlecht, 2022. The Mayor's Alternate and Superintendent's Alternate are annual appointments.
- Christa Folco will meet with Rachel Feinmark to review Cathy Osborn's notes on the nominating procedure.

**16. ADJOURNMENT:** Matt Jacobs moved to adjourn the meeting at 9:25 p.m. Second: Kathleen Walter. Motion carried. The next meeting is scheduled for Thursday, December 8 at 7:30 pm.

Respectfully submitted,

Catherine M. Dodwell  
Recording Secretary

Rachel Feinmark  
Board President