

**MINUTES OF THE REGULAR MEETING OF THE  
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES  
Thursday, April 7, 2022**

- 1. CALL TO ORDER:** The meeting was called to order by Secretary Kathleen Walter at 7:36 p.m. 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: Jon Cole	present
Superintendent's Alternate: Lisa Tomaselli	absent
Trustee: Christa Folco	absent
Trustee: Jeff Schlecht	present
Trustee: Maggie Jacoby	absent

Ex-Officio Members:

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

Other:

Recording Secretary: Catherine Dodwell	present
Peter Marcalus	
Amanda Marcalus	

- 2. ADEQUATE NOTICE OF THE MEETING:** Kathleen Walter 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 10, 2022 Regular Meeting were accepted by consent as distributed. 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:** Kathleen Walter 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 Makers Day event held on March 26 attracted 346 participants. Students from the middle and high schools assisted the staff and adult volunteers with the range of activities presented. Jane Dalton submitted an article and photos for publication in the April 1 issue of the Glen Rock Gazette.
- Bill McGrotty's company, New Jersey Roofing, will repair the leaking cupola roof on the weekends.
- Ellen announced that the air purifier recommended by Jeff Schlecht is scheduled to arrive the next day: the unit was selected to provide hourly turnover of the downstairs air.
- Ellen mentioned her desire to dispose of two large oak tables and the suggestion was made to put an ad in Glen Rockers as a giveaway rather than putting them in the trash.
- Ellen reported that Brian has initiated a request to the Borough to patch the Library's parking lot. A separate request to include a full repaving of the lot has been submitted for inclusion in the DPW's Capital Improvement project list for next year. The DPW will evaluate the Rock Road public benches and will replace the uneven slabs if they cannot be reset.
- The barriers have been returned to the back entrance to ensure that storytimes conducted on the patio can be done safely.
- Ellen reported that the Friends of the Library are reinstating museum passes for the Children's Museum of Manhattan, the Guggenheim, the Intrepid, the Montclair Art Museum and the NY Historical Society. Passes for Storm King and the Morris Museum are continuing.
- Ellen reported that the first adult in-person program is scheduled for May.
- The Library Centennial Committee will hold their next meeting on May 4.
- The Library will be closed on Tuesday, April 12 for carpet cleaning. Ellen will work remotely and attend a BCCLS meeting; the staff will have a day off.

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

The March and April Treasurer's Reports were accepted as distributed. Clarification was made about the Andrews CD and the report listing Rachel Feinmark as a signatory on all accounts.

Kathleen Walter moved to pay the April bills as presented. Second: Matt Jacobs. Motion carried.

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

- Joyce Stein reported that the All\*Star Readathon ended on March 31. Participants have until April 8 to submit their completed forms; approximately 300 online entries were submitted; and donations have been coming in.
- Luisa Billingsly has set up new Facebook and Instagram accounts that are available through the Friends of the Library's website.

- The new website, launched in January is constantly being updated with new information and pictures. A slideshow of the Makers Day's events has been posted.
- The Friends approved funding the cost of the Trolley for the Centennial Celebration in the Fall.
- The April exhibit is currently on display in the gallery and the work of GRHS students will be featured in May.

**10. FOR INFORMATION:**

- a. The State Financial Disclosure Form must be filed by April 30.

**11. FOR DISCUSSION:**

- a. Sculpture in memory of Maureen Barron; presented by the artist, Peter Marcalus: Peter Marcalus and his art curator, Amanda Marcalus presented their proposal for an outdoor sculpture called "Run to Reading" that is being commissioned as a memorial to longtime staff member, Maureen Barron. The piece will measure 57" long, 34" high, and 2" deep and will be constructed of Pal-tiya, a reinforced fiberglass and cement material that will last for many decades. Mr. Marcalus is asking for reimbursement of the cost of materials, his design and labor are a donation, and he reviewed the contract and stipulations for removing the sculpture from public display. The Friends will be asked for the \$1970 cost of materials. The plaque to accompany this piece will be an extra charge and arrangements for its creation will be separate.

- b. Consideration to place a \$100 ad in the June 12 Library Centennial Glen Rock Pops Concert: Following a discussion in which it was recognized that the profit will be returned to the Centennial Committee and the Library will be promoted, Kathleen Walter moved to submit an ad in the amount of \$100 in the Library Centennial Glen Rock Pops Concert program. Second: Jeff Schlecht. Motion carried.

- c. Social Media Policy and Hold Harmless Agreement: Ellen O'Keefe was recently made aware of the need for a hold harmless agreement as interest in booking the meeting rooms increases. The use of social media and the lack of privacy expectations in a library setting was discussed. Social media is viewed as the current way to inform the patron base and the public about ongoing events.

**12. FOR ACTION:** Dan Lesso moved to accept the Library's Social Media Policy and Hold Harmless Agreement as distributed. Second: Kathleen Walter. Motion carried.

**13. COMMITTEE REPORTS:**

- a. Finance: no report

- b. Personnel: Kathleen Walter announced that the Union has asked for information which has been provided. There are two shop stewards.

- c. Buildings and Grounds: Jeff Schlecht has been working on developing a feasibility study to be conducted by an engineering company for the mechanical equipment

needed for the HVAC replacement and alternatives, including costs and the availability of potential grants. This preparation of the project scope will be used in developing the bid. Dan Lesso moved to appropriate up to \$6000 from the capital reserve (Blue Foundry Money Market Account) for an engineering assessment.

Second: Jon Cole. Motion carried.

d. Planning: Christa Folco and Maggie Jacoby continue their work on the Strategic Plan.

e. Technology: Matt Jacobs introduced the need for a new telephone system for the Library. Ellen explained that it is hoped that an upgrade will be in conjunction with a Borough telephone system improvement.

f. Ad Hoc: Georgene Betterbed is soliciting donations at three different levels on behalf of the Centennial Committee.

**14. UNFINISHED BUSINESS:** none

**15. NEW BUSINESS:**

- Rachel Feinmark discussed a conference call held earlier that day with Millennium Strategies, Ellen O’Keefe, and Jon Cole. Millennium was sharing the information that a congressional appropriation is available through Josh Gottheimer’s office for the Board to request funding for the elevator. This funding is not tied to anything specific and projects to complete ADA compliance have been favored in the past. Millennium will send templates of the application form and it was decided the ask should be \$600,000. Library representatives will be responsible for soliciting letters of support for the project.
- Jeff Schlecht announced that he has sold his house and will be moving to another town. He expressed his interest in remaining on the Board to complete the building renovation project. Ellen O’Keefe read the State Library regulations that provide for two members of a Library Board to be non-residents.

**16. ADJOURNMENT:** Matt Jacobs moved to adjourn the meeting at 9:06 p.m. Second: Dan Lesso. Motion carried. The next meeting is scheduled for Thursday, May 12 at 7:30 pm.

Respectfully submitted,

Catherine M. Dodwell  
Recording Secretary

Rachel Feinmark  
Board President