

Glen Ridge Public Library
Board of Trustees Meeting Minutes
 1st floor Conference Room, Glen Ridge Library
 December 13, 2023

PUBLIC SESSION

President Carol Harpster called the meeting to order at 6:06 pm. She referenced the following statement from the agenda: “Adequate notice of the date and time of this meeting has been given in accordance with the Open Public Meeting Act. Notice has been transmitted to the Glen Ridge Paper and the Glen Ridge Voice and has been posted in the Glen Ridge Municipal Building and the Glen Ridge Public Library. A list of meeting dates for the Glen Ridge Free Public Library Board of Trustees is also on file with the Glen Ridge Borough Clerk.”

Roll Call:

P	Bernice Bonnett	P	Tina Payne
P	Geoffrey Darby	P	Damein Phoenix*
P	Carol Harpster	P	Harry Rush
P	David Lefkovits	P	Jeanna Velechko
P	Deanna Pagano	P	Tina Doody

**Damein Phoenix arrived at 6:44 during the Director’s Report*

Pledge of Allegiance

Correspondence:

Harry Rush sent an email about his recollections on his service as a Library Trustee.

Public Comment:

No members of the public were in attendance.

Minutes:

A motion to approve the November 8, 2023 Meeting Minutes was made by Bernice Bonnett and seconded by Carol Harpster. There were 8 Ayes approving the minutes.

Aye	Bernice Bonnett	Aye	David Lefkovits	---	Damein Phoenix
Aye	Geoffrey Darby	Aye	Deanna Pagano	Aye	Harry Rush
Aye	Carol Harpster	Aye	Tina Payne	Aye	Jeanna Velechko

Committee Reports:

Finance

After review, a motion to approve the November 2023 Bills List (attached), was made by David Lefkovits and seconded by Jeanna Velechko. All voted in favor and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	---	Damein Phoenix
Aye	Geoffrey Darby	Aye	Deanna Pagano	Aye	Harry Rush
Aye	Carol Harpster	Aye	Tina Payne	Aye	Jeanna Velechko

The Bills list for November was reviewed. The Treasurer noted the Comicon expense for the staff. The second payment to the construction vendor was made in the amount of \$138,728. A stick vacuum was purchased to facilitate quick clean-up by the staff. The Treasurer noted that the Town Council approved the shared services agreement. The Town Council also approved monies for the Film Fund which included \$3K for Selected Shorts.

The Treasurer noted that the Budget output appeared to be incomplete; the Director indicated QuickBooks issues. The acceptance of the November Treasurer’s Report will be deferred. Materials are pacing at 83% YTD.

After review, a motion to approve the 2024 budget (attached), was made by David Lefkovits and seconded by Geoffry Darby. All voted in favor and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	---	Damein Phoenix
Aye	Geoffrey Darby	Aye	Deanna Pagano	Aye	Harry Rush
Aye	Carol Harpster	Aye	Tina Payne	Aye	Jeanna Velechko

The final plans for the 2024 Budget were discussed. Interest income is now budgeted at \$10,000. The Director is looking at Freegal as a possible music streaming service to add budget permitting.

The application for investment in the NJ Cash Management fund has been submitted, log-in details have been received, and the account is up and running. The Business Manager is actively requesting financial quotes from alternative auditors; a one year contract will be used for any new auditor.

Personnel

None.

Technology

None.

Building and Grounds

Construction work continues to move at a solid pace. The bathroom fixtures and water fountain are to be installed on December 15th; completion of construction is on-track for end-of-year. Shelving and some furniture may be delayed until Q1.

The Director reported that the new Chiller will be installed on December 27th. A crane will be required for removal.

Marketing

None.

Director's Report:

The Director noted that 84 people signed up for a virtual organizer program by Jamie Novak. The Director shared that several libraries – starting in Chicago – have adopted ordinances as a “book sanctuary.” Hoboken, Montclair and Milburn have adopted locally; these libraries still retain their collection management processes. The Trustees discussed if this was necessary for Glen Ridge; the general conclusion that it was redundant at this time. See attached Director's report.

Friends of the Library

The annual appeal for the Friends of the Library has commenced with target donations of \$15,000; \$7,900 has been received to date. The Friends reorganization meeting will be held on Saturday, January 27th at 9:30AM at the library.

Old Business:

Trustee Search

Bernice Bonnett shared that there are 11 trustee interview candidates out of 18 submissions and 5 have been interviewed to date. The goal is to have a decision on trustees in advance of the 12/27 Town Council meeting; a virtual board meeting will be held in December to approve the selections.

Other Old Business

None.

New Business:

Other New Business

President Carol Harpster read a resolution on Harry Rush, who is retiring as a library trustee effective 12/31/23 after 10 years of service including service as Vice President. The resolution was adopted as of this date, 12/13/23.

Bernice Bonnett read a resolution on Carol Harpster, who is retiring as a library trustee effective 12/31/23 after 20 years of service, 17 years as its President. The resolution was adopted as of this date, 12/13/23.

Public Comment:

None

EXECUTIVE SESSION

A motion was made by David Lefkovits and seconded by Deanna Pagano to enter to Executive Session at 7:05 pm. All voted Aye and the motion was passed.

A motion to leave Executive Session was made by Carol Harpster, seconded by Tina Payne, at 7:18 pm. All voted Aye and the motion passed.

A motion was made by Carol Harpster and seconded by Jeanna Velechko to approve a token of appreciation for Director Tina Marie Doody for her leadership during a tumultuous year. All voted in favor and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	Aye	Damein Phoenix
Aye	Geoffrey Darby	Aye	Deanna Pagano	Aye	Harry Rush
Aye	Carol Harpster	Aye	Tina Payne	Aye	Jeanna Velechko

A motion to adjourn the meeting was made by Harry Rush and seconded by Damein Phoenix at 7:22 pm. All voted Aye and the motion passed.

Aye	Bernice Bonnett	Aye	David Lefkovits	Aye	Damein Phoenix
Aye	Geoffrey Darby	Aye	Deanna Pagano	Aye	Harry Rush
Aye	Carol Harpster	Aye	Tina Payne	Aye	Jeanna Velechko

Minutes respectfully submitted by
Deanna Pagano, Secretary

Next Meeting Date: Wednesday, January 10th, 2024, at 7:30 in the 1st floor library conference room.