

Glen Ridge Public Library
Board of Trustees Meeting Minutes
 1st floor Conference Room, Glen Ridge Library
 Wednesday, June 14, 2023

PUBLIC SESSION

Vice President Bernice Bonnett called the meeting to order at 7:31 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	Deanna Pagano
A	Geoffrey Darby	P	Tina Payne
P	Carol Harpster	P	Harry Rush
P	David Lefkovits	P	Jeanna Velechko
A	Matthew Murphy	P	Tina Doody

Pledge of Allegiance

Correspondence:

A letter to the board was received from Helen Beckert, our reference librarian, in thanks for closing the library during the funeral service for her brother.

Public Comment:

None.

Minutes:

A motion to approve the May 10, 2023 Meeting Minutes was made by David Lefkovits and seconded by Tina Payne. There were 7 Ayes approving the minutes.

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

Committee Reports:

Finance

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

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

While there were a large number of bills this month, the Treasurer indicated that expenses were normal.

After review, a motion was made by David Lefkovits to accept the May Treasurer’s Report. It was seconded by Deanna Pagano. All voted in favor and the motion passed (attached).

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

David Lefkovits noted that the shared service agreements were properly forecast into the second quarter. The timing of the appropriation is lagging.

Personnel

None.

Technology

None.

Building and Grounds

The Director reported that she and Geoffrey Darby met with Dan Kopec the project architect for the LCBA Grant project on June 5th to review the specifications for the project. The original plan has been amended to accommodate two 1-person study rooms on the 3rd floor. The library is targeting the end of June to go to bid with proposal reviews by the end of July and the award/contract signing in mid-August for a September start.

The back entrance door is in the process of being painted tan. David Lefkovits, speaking on behalf of the Council, noted that the chiller is being replaced with PSE&G subsidy funds. Because of the source of these funds, the size of the chiller cannot be increased which means the borough hall will remain unairconditioned. The timing of the replacement is likely this autumn.

Marketing

The Director reported that she finally has admin access to the library’s Meta business accounts; the Facebook and Instagram accounts are now linked. The Annual Report will be distributed via the email newsletter, social posts, and on the website shortly. IKE the

book Bike has some further accessories including a bell, decals and a scannable/ tappable Wi-Fi access device (Wi-Fi Porter by Ten One Designs of Montclair). GLAAD published a handbook of how to handle book bans; the Glen Ridge library and Glen Ridge United processes were heavily cited.

Director’s Report:

The Director reported on the NJLA conference and attended a session on book bikes. The library may test a book bike outing to Freeman Gardens including Meescan app-powered check-out. The BFG and live action Aladdin movies will be screened under the stars as library events. The train station outreach visits will be Tuesday and Thursdays and the staff may partner with the Glen Ridge police and include coffee-with-a-cop at the events.

In library trends, Illinois is the first state to ban book bans – the penalty for libraries is the loss of state aid.

Regarding the Friends of the Library, the Director participated in a planning session on the town wide yard sale. Tina Marie Doody provided an update on pick-up locker usage; there were 461 check-outs in the month of May; this was across 78 users. The library has 40 lockers and top capacity to date has been 22 lockers in use.

See attached Director’s report for further details.

Old Business:

New Filming Policy

Tina Payne recommended that the filming policy be visibly posted in the library.

A motion to approve the new Filming Policy, was made by Tina Payne and seconded by Carol Harpster. All voted in favor and the motion passed.

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

Other Old Business

None.

New Business:

Resolution 2023-10

A motion to approve the disbursement of 2022 surplus funds (\$45,811.24) to the Trustee Operating: Building account was made by Carol Harpster and seconded by David Lefkovits. All voted in favor and the motion passed.

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

Resolution 2023-11

A motion to approve the authorization of the Director to pay bills during the months of July and August with subsequent board ratification in September was made by Carol Harpster and seconded by David Lefkovits. All voted in favor and the motion passed.

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

EDI Task Force

The Equity Diversity & Inclusion (EDI) task force completed their assessment with divergent feedback from a sample of the staff. Therefore, it was decided that communication needs to be improved and notably to include EDI in the upcoming strategic plan. Vega is the new way of searching the BCCLS catalog; its launch has been delayed due to functional issues. The library is investigating select American Sign Language (ASL) supported events. Going forward EDI updates will be included in the Director's report.

Filming Application

The Director shared a draft of the structured Filming Application process and corresponding pricing (above any borough fees for the film fund). Filming would be permitted outside of library hours and the production entity must be insured.

Other New Business

None.

A motion to adjourn the meeting was made by Harry Rush and seconded by Carol Harpster at 8:40 pm. All voted Aye and the motion passed.

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

Minutes respectfully submitted by
Deanna Pagano, Secretary

Next Meeting Date: Wednesday, September 13th, 2023, at 7:30 with location and Executive session to be determined.