

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees

Library Office

REGULAR MEETING
Wednesday
MAY 22nd, 2013

1. The regular meeting of Wednesday, MAY 22nd, 2013, was called to order at 7:08 PM by President, Ruth Springer.

2. President, Ruth Springer asked for the Roll Call:

Present: President, Ruth Springer
Treasurer, Reginald Buggs, Sr
Secretary, Joan Murdock
James Miller
Director, Mary Jo Jennings

Absent: Vice President, Charles Janesak
Alternative for Mayor Joseph Delaney, Neida Colon
Alternate for Superintendent Nicholas Perrapato, Judith Mucha

3. President, Ruth Springer read the following statement:

Pursuant to the Open Public Meeting Act, Chapter 231, Laws of 1976, adequate written notice of this meeting, together with the agenda of this meeting is to be:

- a) permanently posted on the Board's officially designated public bulletin board, located in the Garfield Public Library lobby, 500 Midland Avenue, in the City of Garfield,
- b) delivered to the Passaic Herald News, and the Community News, newspapers circulating in the City of Garfield,
- c) filed with the City Clerk of the City of Garfield; and
- d) mailed to all persons, if any, who have requested said notice, pursuant to Section 14 of Chapter 231, Laws of 1976.

4. It was moved by Joan Murdock, seconded by Reggie Buggs and unanimously carried to approve the Minutes of April 24th, 2013.

5. It was moved by Reggie Buggs, seconded by Joan Murdock and unanimously carried to approve the Treasurer's Report of April 24, 2013.

6. Communications:

- a) Whittler's Letter was read regarding fee for Community Room.
- b) Latino Action Network requesting no charge for Community Room use, being a non-profit organization.

It was moved by Joan Murdock, seconded by Reggie Buggs and unanimously carried to charge the: Whittler's Club \$25.00 plus an in kind donation;
Latino Action Network fee as outlined in application.

7. Community Room: REFLEX requested for CPR training.

8. Director's Report:

- a) Director met with City Manager Tom Duch to discuss Shared Services of Media Specialist, Library needs to hire a FT person to meet New Jersey State Aid requirements this year, gave him comments from staff regarding the Customer Service Seminars they attended.
- b) Director attended BCCLS System Council Meeting on May 16th, 2013. All the Libraries are having their email transferred over to GMAIL server starting this month, Library App is being looked into and hopefully by Dec 2013 we might have one for the BCCLS.
- c) Director is researching best way to offer WiFi printing, Ricoh copier does accept USB keys and San Card to print off of but will not print any Microsoft word files; only jpeg and Adobe files can be printed.
- d) Friends of Karen Calandreillo Memorial Beefsteak raised approx. \$7,000.00 for the library.
- e) Director attended Webinar on Cloud Library on May 22.

It was moved by Reggie Buggs seconded by Joan Murdock and unanimously carried to approve the Director's Report.

9. Old Business:

- a) Jim Miller reported to the Board on Budget Meeting with CFO Roy Riggiano.
- b) Strategic Planning Timeline – Tabled for June 26th 2013 meeting.
- c) Friends of the Library was not brought up at the Karen Calandriello Memorial Beefsteak. Further effects need to be made such as a table at National Night Out and at Ruth Springer's Church event on August 10th.

10. New Business:

- a) New format to approve the Treasurer's Report was presented and will be decided at the June 26th meeting.

- b) A “Do you know that the Library has...” Board was discussed, possibly getting the GHS students involved in creating a board or YouTube.
- c) Memorial Wreath to be purchased for Monday May 27th service at the Veteran’s Monument at 11AM.
- d) Judith Zelikoff, from NYU School of Medicine, requested use of the library to conduct a GARFIELD COMMUNITY SURVEY and to have Garfield residents of the Board, library staff and the public come in to complete the survey one on one.

11. Reggie Buggs offered and Joan Murdock seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of MAY 22nd, 2013 meeting of the Garfield Free Public Library Board of Trustees be adjourned at 8:30 P.M.

Resolution was unanimously adopted.

Respectfully submitted,

Mary Jo Jennings
Director