

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees Library Office

REGULAR MEETING
Wednesday
September 24th postponed to October 29th 2014
corrected

1. The regular meeting of Wednesday, October 29th 2014, was called to order at 7:05 PM by President, Ruth Springer.

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

Present: President, Ruth Springer
 Vice President, James Miller
 Donna Miller, Secretary
 Nicole Grillo
 Director, Mary Jo Jennings

Absent: Treasurer, Reginald Buggs, Sr
 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 Nicole Grillo, seconded by Donna Miller and unanimously carried to accept the Minutes from June 25th 2014.

5. It was moved by Jim Miller, seconded by Nicole Grillo and unanimously carried to accept the Treasurer's of September 2014 and October 2014.

6. Communications:

- a) Ada Rrodriguez volunteered to teach Spanish ages 8-13 at the library every Friday for 6 weeks from 4 to 5:30PM. Ada has since cancelled her plans after the Superintendent of Schools office questioned her curriculum and credentials to offer this program when she asked approval to hand out her flyer in the schools.
- b) Letter on Advocate for Libraries and Library Law from BCCLS was distributed to Trustees.

7. Community Room:

- a) Handwriting Analysis Presentation on Oct 29th by James J Mihuarick from 6:30 to 8pm.
- b) Healthier Life Style Presentations by Jose Matrille November 19th from 5pm to 8 pm.
- c) Girls Scouts to meet Nov 12th.

8. Director's Report:

- a) The Library was approved to have the HVAC replacement done. The equipment was to be ordered and should arrive November 2014.
- b) A new Children's Learning station was purchased through a BCCLS group purchasing opportunity with Donation money.
- c) VFW Post 2867 donated \$250 for the purpose of adding books for the Garfield School's Summer Reading. The Library was able to add 35 of the 125 titles that were on the list.
- d) Garfield Library was represented at the National Night Out this year by the Director.
- e) Ann Czop donated several copies of "Story of a Secret State" to the library.
- f) Mums were planted in the garden box just outside the library's front doors by a member of the Whittle Ones, woodcarvers' club.
- g) Mayor Raymond and City Manager came to the library to talk The Library Board President and were given a tour of the library, pointing out various needs.
- h) After the audit was processed, the city manager stated all was in good standing with a just few concerns but transfer of the Library Payroll back to the library is still undecided.
- i) The Director attended two Back to School Nights to promote National Library Sign Up Month.
- j) Angela Miranda, former employee of Garfield Public Library passed away this summer. The family asked that donations be made to Garfield Public Library in lieu of flowers.
- k) Councilman Aloia and Mrs. Aloia have donated 2015 calendars for the Tree Lighting.

- l) Preliminary State Aid amount for Garfield is \$13,251.00 which is \$106 less than last year's.
- m) New software from BCCLS to send emails, newsletters to those who opt in and option to post to facebook and other social media.
- n) Director is on the Creative Team as part of the Sustainable Jersey Certification.
- o) Director attended Events Planning Committee effort to organize all the city groups together and have all events on one city calendar so that overlapping of events are avoided. In an effort to support and promote each other's efforts.
- p) Director met with the Historical Society to discuss the possibility of their moving their location to the library; storage, room access and cataloging assistance were discussed.

9. Ruth Springer offered and Nicole Grillo seconded the following resolution:

BE IT RESOLVED, that the Garfield Free Public Library will be opened November 4th and closed on December 26th 2014.

Resolution was unanimously adopted.

10. Jim Miller offered and Nicole Grillo seconded the following resolution:

BE IT RESOLVED, that the List of CLOSED dates for the 2015 year be accepted upon correction discussed.

Dates Closed for 2015

- Thu Jan 1, 2015
- Mon Jan 19, 2015
- Thu Feb 12, 2015
- Mon Feb 16, 2015
- Fri Apr 3, 2015
- Sat Apr 4, 2015
- Mon May 25, 2015
- Sat Jun 27, 2015
- Thurs Jul 3, 2015
- Sat Jul 4, 2015
- Sat Jul 11, 2015
- Sat Jul 18, 2015
- Sat Jul 25, 2015
- Sat Aug 1, 2015
- Sat Aug 8, 2015
- Sat Aug 15, 2015
- Sat Aug 22, 2015
- Sat Aug 29, 2015

- Mon Sep 7, 2015
- Mon Oct 12, 2015
- Tue Nov 3, 2015
- Wed Nov 11, 2015
- Wed Nov 25, 2015 Early Closing 6 pm
- Thu Nov 26, 2015 & Fri Nov 27, 2015
- Mon Dec 24, 2015 & Fri Dec 25, 2015
- Mon Dec 31, 2015

Resolution was unanimously adopted.

11. Ruth Springer offered and Donna Miller seconded the following resolution:

BE IT RESOLVED, that the 2015 Library Board Meeting Dates be postponed until all the Trustees are able to verify these dates before voting to accept them.

Resolution was unanimously adopted.

12. Jim Miller offered and Nicole Grillo seconded the following resolution:

BE IT RESOLVED, that the Garfield Free Public Library be closed on November 10th to ensure save replacement if the HVAC system.

Resolution was unanimously adopted.

13. Jim Miller offered and Nicole Grillo seconded the following resolution:

BE IT RESOLVED, that the as of January 1, 2015 the base salary of Linda Jackson be increased by \$1,000.00 in acknowledgement of her Title change to Head of Circulation and all duties pertaining to the title.

Resolution was unanimously adopted.

Jim Miller Left at 8:25pm ending the quorum.

Respectfully submitted,

Mary Jo Jennings
Director