

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees

Library Office

REGULAR MEETING

Wednesday

September 23, 2015

1. The regular meeting of Wednesday, September 23rd, 2015, was called to order at 7:01 PM by President, Ruth Springer.

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

Present: President, Ruth Springer
 Vice President,
 Alternate for Mayor Tana Raymond, Wanda Lowney
 Director, Mary Jo Jennings
 Nicole Grillo
 Treasurer, Reginald Buggs, Sr
 Secretary, Donna Miller
 Alternate for Superintendent Perrapato, Judith Mucha

Absent:

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.

1. It was moved by Reginald Buggs Sr., seconded by Judith Mucha and unanimously carried to accept the Minutes from May 27th, 2015.
2. It was moved by Reginald Buggs Sr , seconded by Nicole Grillo and unanimously carried to accept the treasurer's report from July , 2015 and August 2015.

It was moved by Nicole Grillo, seconded by Donna Miller with objections by Wanda Lowney and Reginald Buggs and carried to accept the September 2015 treasurer's report with the budget reformatted to be uniform with July, 2015 and August, 2015 budget reports and resubmitted for vote in October 2015.

3. Communication:

Mrs. Dugan has donated a stereo television system.

Audit Report has been delivered.

4. Community Room:

Romi Herrera will hold financial seminars on Saturdays in September and Citizenship Classes on Wednesdays in October. He has paid for room usage.

The Knitters will donate coffee and cookie for the Tree Lighting on Thursday, December 3rd.

5. Director's Report:

- a) The clogged downspouts on the side of the library facing the Boys and Girls Club has been cleared by our custodian and DPW can to flush all the drains in the back and side of the library.
- b) City Manager Tom Duch was made aware of the water coming into the library on the south side after a heavy rain, he is working on getting us funds for the windows and possibly to renovate the bathrooms.
- c) The Ticket flyer was sent over to City Hall for the September 22nd Council meeting, hoping the members will support the fundraiser in Karen Calandriello's name.
- d) BOOK SALE being held by the Friends of the Garfield Library brought in \$2,000.
- e) Director attended BCCLS training in LEAP; software that allows library card registration on laptops. Unfortunately, the Director didn't get it to work before attending Back to School night for Bergen Arts & Science Charter School.
- f) Director gave in house tour and explanation to two ESL classes from Bergen County Services across the street.
- g) Director and custodian Ed Sokulski attended Blood Born Pathogens Training July 9th that the city held.
- h) Director attended Civil Service training on July 30th consolidation of library titles are complete.
- i) July 6th and 31st Ms. Toskovich held a Cape Decorating session for our Summer Reading Members.

- j) August 20th of the 220 children that signed up for the program 108 members were qualified to attend the party; 59 children attended the Summer Reading Party. 6 members went on to fill a second chart and one member started a third chart!
- k) Mayor Raymond has appointed a new Trustee to the Board but the Trustee has not yet been sworn in.
- l) The Friends of Karen Calandriello would like the Board of Trustees to attend the dinner Oct 8th at 6:30pm SHARP at the Royal Manner \$50 per person

It was moved by Reginald Buggs, seconded by Nicole Grillo and unanimously carried to accept the director's report.

Judy Mucha left the meeting at 8:30.

6. Old Business:

25 copies of By-Laws will be published in house and posted on the library website.

7. New Business:

Strategic Plan Committee met during the summer.

Recommendation such as improvement of handicapped accommodations and installation of energy efficient windows through the use of grant monies was made.

A Garfield Green Team Town Hall Meeting on Wednesday, September 30th will be attended by the committee to learn about sustainability applications.

A motion was offered by Wanda Lowney and seconded by Reginald Buggs and unanimously voted to accept the Library Board Dates for 2016.

Library Board Meeting Dates 2016

January 27
February 24
March 31
April 28
May 26
June 30
September 29
October 27
November 17
December 29

A motion was offered by Reginald Buggs and seconded by Nicole Grillo and unanimously voted to accept the Dates Closed for 2016 calendar

Dates Closed for 2016

- Fri Jan 1
- Mon Jan 18
- Fri Feb 12
- Mon Feb 15
- Fri Mar 25
- Sat Mar 26
- Mon May 30
- Sat Jun 25
- Sat Jul 2
- Mon Jul 4
- Sat Jul 9
- Sat Jul 16
- Sat Jul 23
- Sat Jul 30
- Sat Aug 6
- Sat Aug 13
- Sat Aug 20
- Sat Aug 27
- Sat Sep 3
- Mon Sep 5
- Mon Oct 10
- Tues Nov 8
- Fri Nov 11
- Wed Nov 23 Early Closing 6 pm
- Thu Nov 24 & Fri Nov 25
- Fri Dec 23 Sat Dec 24 & Mon Dec 26
- Fri Dec 30, Sat Dec 31 & Mon Jan 2

8. Personnel:

The Director has reviewed candidates for the position of children's librarian. She has recommended one candidate, Lauren Magielnicki. The Board has requested more information and an interview with aid candidate.

9. Reginald Buggs offered and Nicole Grillo seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of September 23rd, 2015 of the Garfield Free Public Library Board of Trustees be continued upon responses to the questions raised by the board regarding the hiring of Lauren Magielnicki at which time the board will cast a vote for the candidate the director has recommended.

Meeting was adjourned at 9:40 p.m. with a continuance of discussion regarding selection of the children's librarian position.

Friday September 25, 2015 after the Board of Trustees received the additional information requested of the candidate, the President called for a vote:

Ruth Springer – Y
Nicole Grillo – Y
Wanda Lowney – Y
Donna Miller – Y
Reginald Buggs, Sr. – Abstained

BE IT RESOLVED, that the Library Board of Trustees, by vote of four Yeses and on abstention, to hire Lauren Magielnicki as Children/Youth Librarian pending Civil Service procedures with the starting salary of \$44,000.00 as of October 12, 2015.

Resolution was unanimously adopted.

Respectfully submitted,

Donna Miller
Trustee Secretary