

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees

Library Office

REGULAR MEETING

Wednesday

December 30, 2015

1. The regular meeting of Wednesday, December 30th, 2015 was called to order at 7:07PM by President, Ruth Springer.
2. President, Ruth Springer asked for the Roll Call:

Present: President, Ruth Springer
 Vice President, Erjon Gjoci
 Director, Mary Jo Jennings
 Nicole Grillo
 Treasurer, Reginald Buggs, Sr
 Secretary, Donna Miller

Absent:

Alternate for Superintendent Perrapato, Judith Mucha
Alternate for Mayor Tana Raymond, Wanda Lowney

2. 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 Nicole Grillo and unanimously carried to accept the Minutes from November 18, 2015.
2. It was moved by Reginald Buggs, seconded by Erjon Gjoci and unanimously carried to accept the treasurer's report from December, 2015.

3. Communication:

- a.) AARP donated four hundred dollars.
- b.) Patron donation of one hundred dollars.
- c.) Person cancelled room rental but still paid rental fee.

4. Community Room:

- a.) 4H club has requested room to package seeds for the Seed Catalog.

Director's Report:

- a.) Tree Lighting was a success.
- b.) Flooding occurred December 26th and the 30th, 2015.

DPW came on Wednesday, December 30th, 2015 possible water pipe break.
- c.) Children's Librarian held a winter activity that was attended by 26 children.
- d.) A meet and greet for the new children's librarian will January 7th, 2015 at 3:30.
- e.) The children's librarian visited the Ray St. Garfield Pre-school on December 17th, 2015. Her visit was well received by teachers, students, and parents.
- f.) The children's librarian has been advertising programs in the newspapers and online.

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

5. Old Business:

- a.) Architect Edward Arcari from the firm Arcari and Iovino met with Reginald Buggs and Ruth Springer on November 19th, 2015 with written response received December 2nd, 2015.

Topics discussed were handicap accommodations, energy efficiency, and amendments to the 2008 analysis.

Cost analysis will be presented at the next meeting.

- b.) 2016/2017 Garfield Library Building Campaign target goal is one million dollars.
Contact with Assemblywoman is being planned.
Matching fund programs will be explored.
Project 2017 milestones will be created.
Benefactors will be solicited.

- c.)The Strategic Planning Group will resume in the New Year.
Possible implementation of an opinion poll/survey will be discussed.
A report to the board will be presented in February 2016

6. New Business:

- a.) Laptop update estimate was done by Computer Help and Web Design at a price of \$6,754.80.
Other suggestions such as tablets and Intel processors will be explored.

7. Personnel:

- a.) Nicole Grillo offered and Reginald Buggs, Sr. seconded the following resolution:

BE IT SO RESOLVED that Mencia Raquel Acevedo be appointed as a part time bookkeeper beginning January 4th, 2016 with starting salary of twenty dollars per hour. References will be requested and checked. A ninety day probation period will be in effect.

Resolution was unanimously adopted.

8. Reginald Buggs, Sr. offered and Erjon Gjoci seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of December 30th, 2015 of the Garfield Free Public Library Board of Trustees was adjourned at 8:41 pm.

Resolution was unanimously adopted.

Respectfully submitted,

Donna Miller
Trustee Secretary