

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees Library Office

REGULAR MEETING
Wednesday, September 25, 2019

1. The regular meeting of Wednesday, September 25, 2019 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
First Vice President, Reginald Buggs, Sr.
Director, Mary Jo Jennings
Secretary, Donna Miller
Second Vice President, Stephanie Urgovitch
Treasurer, Suny Mellawa

Absent:

Mayor Richard Rigoglioso
Alternate for Mayor Rigoglioso, Jorge Ventura
Alternate for Superintendent Anna Sciacca: Marie Marx
Superintendent Anna Sciacca

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 Suny Mellawa seconded by Stephanie Urgovitch and unanimously carried to accept the Minutes from the June 2019 meeting.
5. It was moved by Suny Mellawa and seconded by Reginald Buggs and unanimously carried to accept the treasurer's report from July 2019.
6. It was moved by Suny Mellawa and seconded by Reginald Buggs and unanimously carried to accept the treasurer's report from August 2019.
7. It was moved by Suny Mellawa and seconded by Stephanie Urgovitch and unanimously carried to accept the treasurer's reports September 2019.
8. Communication:
 - a. A flyer was received from the Greater Bergen Community Action Annual Gala honoring Thomas Duch, Mayor Richard Rigoglioso and Superintendent Anna Sciacca at the Fiesta on Thursday, October 10, 2019. Suny Mellawa will attend.
 - b. The Library Foundation and Friends are sharing a table on Sunday, September 29, 2019, at the Garfield Street Fair.
 - c. A flyer was received concerning the Hispanic Alliance Gala.
 - d. A flyer was received advertising the VFW Dance.
9. Community Room: None
10. Director's Report:
 - a. August 9th we passed Firematic inspection.
 - b. September 12 the Director and Children's Librarian were at Back to School at #10 and #5 schools respectively. Neither one of us are attending the Middle School this year because the Director had a Garfield Library Foundation meeting and the Children's librarian was working until 8pm.
 - c. Saturday September 14th the Library had a certified Bob Ross Instructor teach a class of 8 students paid for by the Friend's of the Library. Another Class is to be scheduled in the spring.

The Summer Reading numbers are:

of Children participated in SR logs: 83

of Children that hit library reading goal: 56
of Children's events: 31
of Children at events: 275
of Teens participated in SR logs: 21
of Teens that hit library reading goal: 14
of Teen events: 21
of Teens at events: 42

- d. The Library did not close during the removal and installation of the windows nor for the elevator's finishing touches even though it got very loud.
- e. KUDOS to the staff from the Janitor cleaning up after muddy boots every day, to the staff who also put up with noise, dust, dirt and temporarily relocated to another part of the library to do their work as well.
- f. STILL awaiting final punch lists to be completed before final inspection of the elevator and new alarm system.

It was moved by Reginald Buggs and seconded by Suny Mellawa and unanimously carried to accept the Director's Report.

11. Old Business:

Arcari Update:

See Directors Report item f.
Some Window screens have breakage that need repair.

Foundation:

501 3(c) has been obtained.
Kick Off gala will be in the spring. Possible ideas were a Garfield student talent show or a wine and cheese night.
A perspective treasurer has been interviewed.
Donation plaque campaign is scheduled for a December introduction.
Building Beautification plans have been explored i.e. retaining wall

Friends of the Library:

A meeting was held on Saturday, September 21, 2019 at 10:00am.
Mac Nickles and Debi Lisovsky are co-chairs.
A trivia night will be held on Saturday, October 19, 2019 at the library from 6pm – 9pm.
The next meeting is Saturday, November 23, 2019 at 10:00am.

12. New Business:

a. Tree Lighting:

The tree lighting will be on Thursday, December 5 at 7 pm.

b. Closed Session was started at 8:20 pm and concluded at 8:45pm.

RESOLUTIONS for September 2019 meeting

1. Reginald Buggs offered and Stephanie Urgovitch seconded and unanimously passed the following resolution GPL 2019 - 9:

BE IT RESOLVED that the closure dates for the library 2020 are as follows:

I. Dates Closed for 2020

- Wed Jan 1
- Mon Jan 20
- Wed Feb 12
- Mon Feb 17
- Fri Apr 10
- Sat Apr 11
- Mon May 25
- Sat Jun 27
- Fri Jul 3
- Sat Jul 4
- Sat Jul 11
- Sat Jul 18
- Sat Jul 25
- Sat Aug 1
- Sat Aug 8
- Sat Aug 15
- Sat Aug 22
- Sat Aug 29
- Sat Sep 5
- Mon Sep 7
- Mon Oct 12
- Wed Nov 11
- Wed Nov 25 Early Closing 6 pm
- Thu Nov 26, Fri Nov 27 & Sat Nov 28
- Thu Dec 24 & Fri Dec 25
- Thu Dec 31

The resolution has been passed unanimously.

- c. Stephanie Urgovitch offered and Suny Mellawa seconded and unanimously passed the following resolution GPL 2019 – 10 :

BE IT RESOLVED that the Trustee Meeting Dates are as follows:

Library Board Meeting Dates 2020

January 29
February 26
March 25
April 29
May 27
June 24
September 30
October 28
November 23
December 30

The resolution has been passed unanimously.

- d. Reginald Buggs offered and Stephanie Urgovitch seconded and unanimously passed the following resolution GPL 2019 – 11 :

BE IT RESOLVED that a Work Session is scheduled for Tuesday, November 12th.

The resolution has been passed unanimously.

Dates for 2020 Work Sessions will be announced at a later date.

- e. Reginald Buggs offered and Stephanie Urgovitch seconded and unanimously passed the following resolution GPL 2019 – 12 :

BE IT RESOLVED that \$15,000 from the Equipment Fund be transferred to the Foundation.

The resolution has been passed unanimously.

- f. The Union presented a contract to be reviewed by the Board of Trustees.

Reginald Buggs offered and Stephanie Urgovitch seconded and unanimously passed the following resolution GPL 2019 – 13:

BE IT RESOLVED that union contract presented to the Board of the Trustees as follows:

The resolution has been passed unanimously.

Personnel:

There is a projected vacancy for a page due to a staff resignation.

Leann Lydon has extended her disability.

Reginald Buggs offered and Stephanie Urgovitch seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of September 25, 2019 of the Garfield Free Public Library Board of Trustees was adjourned at 8:57 pm.

Resolution was unanimously adopted.

Respectfully submitted,

Donna Miller
Trustee Secretary