

MINUTES  
GARFIELD PUBLIC LIBRARY

Board of Trustees      Virtual

REGULAR MEETING  
Wednesday  
May 26, 2021

The regular meeting of Wednesday, May 26, 2021 was called to order at 7:05 PM by President, Ruth Springer.

President Ruth Springer asked for the Roll Call:

Present:

President, Ruth Springer  
Director, Mary Jo Jennings  
Secretary, Donna Miller  
Treasurer Suny Mellawa  
First Vice President Stephanie Urgovitch  
Second Vice President Jazzmine Paz  
Alternate for Mayor Richard Rigoglioso Raymond Rivas

Absent:

Superintendent Anna Sciacca  
Mayor Richard Rigoglioso  
Alternate for Superintendent Anne Sciacca, Marie Marx

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.

Due to the current COVID-19 quarantine, notice of this meeting was posted electronically on Facebook, the city webpage, and the Garfield Free Public Library webpage.

It was moved by Suny Mellawa and seconded by Stephanie Urgovitch and unanimously carried to accept the Minutes from April 15, 2021 and April 28,2021.

It was moved by Donna Miller and seconded by Suny Mellawa and unanimously carried to accept the treasurer's reports from May 2021.

#### Voice Roll Call

President, Ruth Springer .....Yes  
Secretary, Donna Miller.....Yes  
Treasurer Suny Mellawa.....Yes  
First Vice President Stephanie Urgovitch....Yes  
Second Vice President Jazzmine Paz.....Yes  
Alternate for Mayor Richard Rigoglioso Raymond Rivas.....Yes

#### Communications:

Information regarding Memorial Day celebrations include 10 am Laying of the Wreath at 10 am and program at the VFW at 11pm was received via Facebook from the VFW Commander.

Community Room: None

#### Director's Report:

- Friends Pop Up Book Sale scheduled was rained out from May 8<sup>th</sup> to May 15<sup>th</sup> then postponed to May 22<sup>nd</sup>
- Director was on a Webinar with New Jersey State Library on Tuesday May 11 at 2pm, State was informing libraries of flyers that they wanted help to push out programs the State and the State Library were having to assist in Recovery.
- Thursday May 13<sup>th</sup> Director attended the Governor's Virtual Town Hall at 10:15 and attended the GPC meeting at noon.
- Saturday May 15<sup>th</sup> the Director and Linda Jackson attended the internment of ashes of our patrons Mr. & Mrs. LoFaso
- Director has a conflict with attending the Friends Book Sale and Clean Up Garfield for Saturday May 22<sup>nd</sup>.

- Director has ordered a Memorial Wreath for Garfield Monument for Memorial day.
- June 1<sup>st</sup> the Library will be fully opened and operating under our winter hours schedule since the schools will be fully back before the semester is over.

#### Old Business:

Garfield Free Public Library Foundation Update;  
No meeting in May.

Friends of the Garfield Library Update:  
An outdoor book sale was held on Saturday, May 22.  
It was very successful.  
Complete minutes will be posted on the Library website.

#### Library LOGO

Reggie Buggs redesigned the logo and the revisions are under review.  
Suggestions was made to remove the spikes and tone down the orange tone and separate the two images will be revised and used as official letterhead.  
It was moved by Stephanie Urgovitch and seconded by Suny Mellawa and unanimously carried to accept the medallion design without the spikes and a different gold tone as our official logo.  
It was moved by Donna Miller and seconded by Suny Mellawa and unanimously carried to accept the medallion logo as approved with the Garfield Library building illustration without sidewalk lines at the bottom as the official stationary.

#### Mini Cares Act

We did not get the grant

#### Library Centennial Committee:

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The next meeting is June 12, 2021 at 12pm.  
A presentation by Birdy a media consultant will be held.  
The first fund raiser will be a Trunk or Treat activity in October.

Other ideas are pocketbook bingo and raffles.  
Linda Jackson is acting fundraiser coordinator.  
President Ruth Springer is administrative director for the event.

#### Community Survey Update

There have been 81 responses.  
Raymond shared interesting analytics from the survey.  
The survey will end Monday, May 31, 2021.  
Another survey will be issued in the Fall.

#### Collection Development Policy:

It was moved by Donna Miller and seconded by Stephanie Urgovitch and unanimously carried to accept the Collection Development Policy

#### New Business:

##### Financial Disclosure Statements

The Financial Disclosure Statements are due no later than June 30, 2021.

##### Floor Plans:

Meetings will be scheduled with space design specialists for main floor redesigns.  
Electricians must be consulted.  
A date will be scheduled with Brad on June 18.

##### Work Session:

The June 9 session has been postponed  
By - Laws will be discussed at the regular June meeting.

##### Strategic Planning:

It was moved by Suny Mellawa and seconded by Raymond Rivas and unanimously carried to accept the Strategic Plan.

##### Annual Report:

The Director was commended for a wonderful job done.

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Raymond Rivas offered and Stephanie Urgovityh seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of Wednesday, May 26, 2021 of the Garfield Free Public Library Board of Trustees was adjourned at 8: 30 PM.

Respectfully submitted,

Donna Miller  
Trustee Secretary