

MINUTES
GARFIELD PUBLIC LIBRARY

Board of Trustees Virtual

REGULAR MEETING
Wednesday
January 26, 2022

1. The regular meeting of Wednesday, January 26, 2022 was called to order at 7:00 PM by President, Ruth Springer.
2. President Ruth Springer asked for the Roll Call:

Present:

President, Ruth Springer
Secretary, Donna Miller
Treasurer Suny Mellawa
Alternate for Mayor Richard Rigoglioso Raymond Rivas
First Vice President, Jazzmine Paz
Alternate for Superintendent Anna Sciacca, Marie Marx
Director, Mary Jo Jennings

Absent:

Superintendent Anna Sciacca
Mayor Richard Rigoglioso

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.

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.

4. Election of Officers:

President Ruth Springer
Vice President Jazzmine Paz
Treasurer Suny Mellawa
Secretary Donna Miller
Alternate for the Mayor Raymond Rivas
Alternate for the Superintendent of Schools Marie Marx
The ballot was unanimously accepted.
The oath was administered.

5. It was moved by Raymond Rivas and seconded by Marie Marx and unanimously carried to accept the Minutes from December 2022.

6. It was moved by Suny Mellawa and seconded by Raymond Rivas and unanimously carried to accept the treasurer's reports from January 2022 from with an amendment to the budget appropriation 2022 line.

7. Communications: None

8. Community Room: None

9. Director's Report:

- Director attended:

- ✚ Both the Director's and the Trustee's New Jersey State Library Check-In for the month of December.

- ✚ All the Governor's COVID updates either LIVE or viewed later.

- ✚ Centennial Committee meeting at 12noon Saturday Jan 22nd.

- January 7th the library was closed due to the Governor calling a State of Emergency due to the weather.

- Monday January 18th the Director stated working on the New Jersey State Aid Report.

- The backordered Desktops were discontinued and after placing a new request we have 4 desktops in house but waiting on loading the Microsoft 365 and Norton protection softwares before we can have the patrons use them. The 10 laptops are in house and waiting for Microsoft access to the cloud.

- Update on the New Coin vending machine for the copier: We have signed on with Heartland a Merchant Company that handles the transfer of credit/debit charges

from the copy machine to the Library's Merchant Account. The coin vending company should now have all the information they need to format the coin machine and have it shipped out before the end of the month.

- Still waiting on the Mayor to appoint a new Trustee for the Library Board of Trustees.
- The Garfield Library will be obtaining 5 I Pads from the Health Connect program through State Library for I Pad(s) for patrons to use to access telehealth appointments. They should be arriving the week of Jan 24th 2022. After the Grant ends in September 2022 our library will keep the I Pad(s) that we will be allotted to continue this use or to use as we see fit.
- We have been having ongoing problems with the alarm system since last Saturday. The repairman was here Tuesday and replaced the front door connection and lowering the sensor on the basement stack and boiler room motion detectors. He was back on Friday replacing the motion detector in the basement stack.

Old Business:

Centennial Committee Report:

A meeting was held on January 22.

A pancake breakfast fundraiser will be held on Saturday, February 26 at Applebee's.

A fish fry is being planned.

A tier package has been produced for sponsors.

The raffle permit was received.

The next meeting will be February 5th.

The poster and essay contests end February 22nd.

Garfield Free Public Library Foundation Update

Membership drive is being held.

Friends of the Garfield Library Update

A meeting was held on December 11 including a potluck dinner.

The January meeting was cancelled.

The Friends took down the Christmas tree.

The next meeting is planned for February 19th.

New Business:

Suny Mellawa offered and Donna Miller seconded the following resolution:
GPL 2022 - 01.

BE IT RESOLVED, that the Director Mary Jo Jennings be the purchasing agent for the Garfield Free Public Library, with a threshold max of \$2600.00 for the 2022 calendar year.

Resolution was unanimously adopted.

Suny Mellawa offered and Donna Miller seconded the following resolution:
GPL 2022 - 02.

BE IT RESOLVED, that \$ 4, 627.78 is to be paid from the NJ CBA grant account for the purchase of the book truck housing for behind the circulation desk

Resolution was unanimously adopted.

Budget:

There has been an increase in funding.

New Grant Opportunities

The State Farm Company is offering a \$25,000.00 grant.
The submission date begins February 16th.

Suny Mellawa offered and Donna Miller seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of Wednesday, January 26, 2022 of the Garfield Free Public Library Board of Trustees was adjourned at 8:05 PM.

Respectfully submitted,

Donna Miller
Trustee Secretary