

MINUTES  
GARFIELD PUBLIC LIBRARY

Board of Trustees          Virtual

REGULAR MEETING  
Wednesday  
March 30, 2022

1. The regular meeting of Wednesday, March 30, 2022 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  
Secretary, Donna Miller  
Treasurer Suny Mellawa  
First Vice President, Jazzmine Paz Virtual  
Alternate for Superintendent Anna Sciacca, Marie Marx  
Director, Mary Jo Jennings  
Mayor Richard Rigoglioso arrived 7:28pm

Absent:

Superintendent Anna Sciacca  
Alternate for Mayor Richard Rigoglioso Raymond Rivas

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. It was moved by Marie Marx and seconded by Suny Mellawa and unanimously carried to accept the Minutes from February, 2022.

5. The March Treasurer's report has been accepted as presented and bills will be paid.

6. Communications:

A police report was written up regarding a theft of sewing equipment. The situation was rectified when the stolen items were returned.

7. Community Room: None

8. Director's Report

- Director attended:

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

- Friday March 4th, the Director went to Englewood Library to pick up the 5 I pads the library received as part of the NJ Health Connect grant and was given brief instructions on how to use the I pads.

- The Director is has finished the New Jersey State Aid Report and submitted the required copies to NJ State and BCCLS.

- The Annual Report from the Director for 2021 has started and hopes to have it completed for the April 2022 Library Board of Trustees Meeting.

- The Director is working on the Updated reports for the New Jersey Construction Bond Act and the ARPA Grants due March 31<sup>st</sup> 2022.

- There is a Solar Grant offered by EBSCO that the Director will be looking into.

- Still waiting on the electrician to install the ether cable for the new coin vending machine for the copier. He has scheduled to be at the library March 29<sup>th</sup> 2022.

- To Date there have been two change orders to the basement plumbing that have been made and library needs to pay for those repairs. The third issue that occurred this past week that caused sewage back up into the lower restrooms was inspected by camera and blockage cleared and the Director has received the proposal to correct further issues with the remaining sewer line. The Library will need to pay for this as well IF we have the money in the budget, If not, the City Council will need to be petitioned to assist. More details when the proposal arrives as to what course of action will be needed.

- Saturday March 26<sup>th</sup> the Polish School used the Library building for 2 High School Polish classes because the Middle School was closed to them due to their issues. The Director made it clear that the school and parents knowing there is ongoing construction in the Community room and no public restrooms are available consented to using the library.
- The City Manager was supposed to get back to the Library Director regarding the \$25,000.00 that the City Finance Office took out of the Library Appropriations to pay for the early retirement offer made by the City NOT offered by the Library Board of Trustees. Hopefully the Director will have this resolved before Wednesday meeting.

## **Old Business:**

### **Centennial Committee Report:**

A meeting was held on March 12th.  
 A pancake breakfast fundraiser was held on Saturday, February 26 at Applebee's.  
 A profit of \$1600.00 was realized  
 Fundraiser involving Chipotle is planned.  
 A Big Money Raffle will be held in January 2023. Raffles will be \$100.00.  
 A tier package has been produced for sponsor.  
 Ad journal information is being researched.  
 The poster and essay entries have been judged.  
 Winners will get a \$100.00 gift card and attendance to the gala.  
 The next meeting is April 9th.  
 Christopher Shupenko will begin working on historical tie-ins in May.

### **Garfield Free Public Library Foundation Update**

Membership drive is being held.

### **Friends of the Garfield Library Update**

A meeting was held on March 19th.  
 The next meeting will be April 9th.  
 The creation of an online store is being discussed.  
 Book sale dates were selected.  
 Sale dates are May 14, June 11, Sept. 10 and Oct. 8.  
 Rain dates are the following Saturday.

**New Business:**

An ad will be purchased for the YMCA 95<sup>th</sup> Anniversary Gala ad journal.

The Mayor's Poetry Contest for Middle and High Schoolers will be held on Wednesday, May 4<sup>th</sup> at 6:30 pm. Mayor Riggs and Marie Marx have donated prizes featuring gift certificates from Steve's Burgers to Amazon gift cards.

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National Library Week 3<sup>rd</sup> to 9<sup>th</sup>  
Library Staff Appreciation Day

Marie Marx offered and Donna Miller seconded the following resolution:

BE IT RESOLVED, that the Regular Meeting of Wednesday, March 30, 2022 of the Garfield Free Public Library Board of Trustees was adjourned at 8:26 PM.

Respectfully submitted,

Donna Miller  
Trustee Secretary