

MINUTES  
GARFIELD PUBLIC LIBRARY  
Board of Trustees  
Regular Meeting Wednesday,  
June 28, 2023

The regular meeting of Wednesday, June 28, 2023 was called to order at 7:00 PM by President, Raymond Rivas.

1. President Raymond Rivas asked for the Roll Call:

Present:

President, Raymond Rivas (via Zoom)  
Vice President Ruth Springer (Late)  
Treasurer Suny Mellawa  
Secretary Michael Kupec, Jr.  
Trustee, Thomas Derr (Via Zoom)  
Alternate for Acting Superintendent Nick Perapato, Marie Marx (via Zoom)  
Director, Mary Jo Jennings

Absent:

Acting Superintendent of Schools, Nick Perapato  
Mayor, Richard Rigoglioso  
Alternate for Mayor Richard Rigoglioso, Christopher Braitsch

2. President, Raymond Rivas 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:
- 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
- delivered to the Passaic Herald News, and the Community News, newspapers circulating in the City of Garfield,
- filed with the City Clerk of the City of Garfield; and
- mailed to all persons, if any, who have requested said notice, pursuant to Section 14 of Chapter 231, Laws of 1976.

3. Motion made by Suny Mellawa to accept the minutes and seconded by Maria Marx. Unanimously approved.

### **DIRECTOR'S REPORT**

4. Communications: (1) Notice received from the audit firm of Lerch, Vinci and Bliss in connection to upcoming audit. MaryJo reported that we are ready.

5. Community Room Request: MaryJo reported that the Community Room is booked solid with other events. MaryJo noted one request for the showing of a religious movie (trailer provided). Request denied.

No comments on the Director's Report

### **TREASURER'S REPORT**

6. No questions on the Treasurer's Report.

### **OLD BUSINESS**

7. **Centennial Committee Report:** A final meeting was held this past week. The total profit was \$17,417. Still waiting for the Friends group to be reimbursed for "ST-5". Suny expressed her interest in seeing a detailed schedule of income and expenses (various line items). As of the last meeting there was talk about earmarking at least \$2k for Children's Programs, another \$2K for Adult Programs..and some for the Annual Tree Lighting.

8. **Foundation Report:** No report.

9. **Friends Report:** We had our Book Sale back on the 10th of May and were fortunate to enjoy a significant amount of help from the students of GHS. Profit of \$500. Based on the success of the Joshua Bell "concert trip" to NJPAC ...more off-site adventures will be planned. Michael noted that for future excursions, rather than renting a vehicle from Hertz or Budget we would ask to use a BOE bus or a VFW mini-bus. Future trips may include Duke Gardens, Liberty Science Center, Lambert Castle, etc.. (We are currently in the process of stack ranking our options.) Maria reminded me of the opportunity for the Friends to work at the Carnival to earn \$\$\$.

10. **Bylaws:** A committee of three will work on Bylaws on July the 17th at 6:00pm

### **NEW BUSINESS**

11. **Payment of bills during the summer months:**

**Resolution #1 proposed by Suny:** Be it resolved, that the Treasurer will be authorized to issue checks for payment during July and August within the budgetary appropriation and subject to approval at the September 2023 meeting. Unanimously passed.

**Resolution #2 offered by Ruth:** Be it resolved, that in the event a quorum could not be met, the bills are to be paid and then reviewed at the next meeting. Ruth offered and Suny seconded. Unanimously passed.

12. **Personnel:** Reminded us that we need to form a committee to review the CBA. MaryJo noted that she previously emailed us the Civil Service title changes. (Note: This also relates to corresponding salaries for these titles.). She further noted that she has her ideas of what needs or should be done with this contract. She feels she needs to be at the table. Proposed committee will be Suny, Thomas and Michael. (Michael and Thomas have already had a high level preliminary, introductory meeting with the City CFO and City Manager.) Committee meeting date TBD.

13. **Trustee Training:** MaryJo reminded us of our obligation to enroll in online library trustee webinars/training sessions. As a group we must earn 7 credits before the end of the year.

14. Ruth Springer made the following motion and Suny Mellawa seconded.

BE IT RESOLVED, that the Meeting of the Garfield Free Public Library Board of Trustees was adjourned at 8:00PM.

Resolution was unanimously passed.

Respectfully submitted,

Michael Kupec, Jr.  
Trustee / Secretary