

MINUTES
GARFIELD PUBLIC LIBRARY
Board of Trustees
Regular Meeting Friday,
September 29, 2023

The regular meeting of Wednesday, September 27, 2023 was moved to Friday, September 29, 2023 and called to order at 7:00 PM by President Raymond Rivas.

1. President Raymond Rivas asked for the Roll Call:

Present:

President, Raymond Rivas
Vice President Ruth Springer
Second Vice President, Thomas Derr
Treasurer Suny Mellawa
Secretary Michael Kupec, Jr.
Alternate for Acting Superintendent Nick Perapto, Marie Marx
Alternate for Mayor Richard Rigoglioso, Christopher Braitsch (via Zoom)
Director, Mary Jo Jennings

Absent:

Acting Superintendent of Schools, Nick Perrapato
Mayor, Richard Rigoglioso

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

Communications:

4. Received resignation of Ms. Leann Lydon, our Adult Services Librarian. She gave 2 weeks notice. Ms Lydon was with us for less than 10 years. Note: In line with Civil Service guidelines, once the new contract is in place we can post/advertise the position and begin receiving applications.

5. Bad review posted on FaceBook from one of our patrons - Estrella Elayan. MaryJo responded.

6. We will be participating in the Garfield Neighbors Harm Reduction Incentive. The objective is to reduce harm and promote health and safety of our city residents through accessibility and strategically placed "harm reduction stations' '. The proposal indicates that newspaper stands will be refurbished and repurposed into 24/7 accessible harm reduction stations. These stations will be stocked with essential hrm reduction items to comst prevailing issues in the community. (Library logo may be included.) Items included: drug testing strips, condoms, alcohol wipes, informational pamphlets.

Community Room Requests:

7. Various requests from our existing sewing groups. The Garfield Prevention Coalition was here the other day for their 10th Anniversary Brunch. Chris Shupenko has had his normal programming Lego Hour. We are ramping up programs. A quilting class is coming up next month as well as additional ESL classes (via Greater Bergen Communities).

No comments on the "Director's Report"

TREASURER'S REPORT

8. No questions/comments on the Treasurer's Report.

OLD BUSINESS

9. CBA - We need clarity from union rep on: Sick Day carryover as well as PTO carryover. We need to revisit severance at time of voluntary resignation/separation. Clarity is also required from union rep or attorney as relates to changing 5 vacation days to one year's accrued time. It was noted that our Library Director, MaryJo, be included in our future CBA meetings. We are going to respond/counter the union's proposal. Once we receive feedback from the union, Raymond will speak with our Library attorney. MaryJo strongly suggested that the Library Director be included in all CBA meetings going forward and that a separate benefits package be arranged for the Director since she/he is not unionized.

10. Centennial Committee Report: MaryJo presented a topside final report. \$91,435 was “collected”. Profit amounted to \$17,688.99. It was decided by the Centennial Committee that all dollars go to the Library: \$5k to build a closet under the stairs, \$2.5k for Adult Programming, \$2.5 for Children Programming, \$2k for the 11/30/23 “Centennial Tree Lighting”, \$2.5 for the Historical Society “Display Case”, \$2.5 for the Children’s Memorial Bookshelf...\$688 earmarked for somekind of Centennial Plaque” to commemorate the centennial because we had one for the 50th Anniversary (with a clock). Note: The \$2K allocated for the Centennial Tree Lighting is in lieu of the “centennial community day” that did not happen this past June.

11. Foundation Report: No report.

12. Friends Report: Michael provided an update of recent and upcoming events. (See attached). Sheets (found in folders) were also distributed “survey results” of ideas for future “in-library” events and future day trips. Raymond asked that each board member, (before our October meeting) identify the top 3 “in-library” events and the top 3 day trips of interest to them. Marie suggested “Family Bingo” be added to the “in-library” events list. Michael also spoke about introducing a quarterly newsletter (1-double sided 8.5” x 11”). Perhaps the cost could be split with the Library. (One side dedicated to “Friends” events and the other side to official Library programming for adults and children.) Michael invited the board members to join the Friends Meetings as they are available.

13. By-laws: Initially, Suny made a motion to accept the by-laws changes as presented by the committee. Raymond suggested that we vote on each item separately.

Term Limits: Suny made a motion to set the term limits at 3 (15 years) consecutive terms with the understanding that, if needed, in the interest of continuity, the board reserves the right to suspend this article. Seconded by Marie. Motion passed.

Trustee Appointment/Election: Owing to a new ordinance introduced by the Mayor and Council, going forward, Trustees will be appointed by the Mayor—with the approval of the Council. Marie made a motion and was seconded by Suny to include this update in our by-laws. Motion passed.

Office Vacancies: Suny made a motion seconded by Michael, if any officer (President, Vice-President, Second Vice-President, Treasurer or Secretary) vacants the board prior to the expiration of their term, they must give the board President 60 days notice. Motion passed.

Quorum: Motion made by Ray and seconded by Marie, that all board members are required to respond to the Director regarding meeting notices within 5 days of being notified. In the event of three unexcused/not approved absences, (within a year) a board member shall be removed (unless due to legitimate illness). Motion passed.

NEW BUSINESS

14. **Adoption of Calendar:** Motion made by Suny and seconded by Michael to accept the calendar (reflective of “closed dates”) as presented by Mary Jo. Motion passed.

15. **Adoption of Dates of Board Meetings:** Motion made by Suny and seconded by Ruth to accept the Dates of future Board Meetings as presented by Mary Jo. Motion passed.

16. **Book Sanctuary:** Motion made by Suny and seconded by Thomas for the Library to be a “Book Sanctuary”. Motion passed.

17. **Adjournment:** Motion made by Suny and seconded by Michael to adjourn.

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