

MINUTES

GARFIELD PUBLIC LIBRARY

Board of Trustees Regular Meeting Wednesday,

February 28, 2024

The regular meeting of Wednesday, February 28, 2024 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

Vice President, Thomas Derr (via phone)

Secretary, Michael Kupec, Jr.

Alternate for Mayor Richard Rigoglioso, Christopher Braitsch (via phone)

Alternate for Acting Superintendent Nick Perapto, Marie Marx (via phone)

Director, Mary Jo Jennings

(New) Trustee, Berti Shenderasi

Excused: Treasurer, Suny Mellawa (In Iceland on vacation)

Absent:

Acting Superintendent of Schools, Nick Perrapato

Mayor, Richard Rigoglioso

Special Guest: Darlene Swistock, BCCLS Executive Assistant & Office Manager

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
- Section 14 of Chapter 231, Laws of 1976.

3. Motion made by Thomas Derr to accept the minutes and seconded by Christopher Braitsch. Unanimously approved.

4. DIRECTOR'S REPORT

Michael Kupec, Jr. thanked MaryJo Jennings for preparing her "Top 20 List". Michael had a fair number of questions and will speak with MaryJo off-line. Michael and Berti requested additional month-over-month circulation reporting. Michael requested that Christiana continue producing the sick days used report on a monthly basis.

5. COMMUNICATIONS:

(a) MaryJo Jennings reported that a patron tripped and fell in our lobby as entering. A police report was available for review. We are waiting for an update from our insurance company and City Hall. There was a discussion regarding the video recording from the time of the fall and a go forward strategy.

(b) The City Manager notified us that a grant for the deaf/hard-of-hearing was available. The Director informed the board that she didn't apply for it.

(c) We received a bill from City Hall in the amount of \$81K plus for the library's portion of the MEL/JIF Insurance costs. Raymond Rivas will follow-up with City Hall to learn what triggered it, as such a bill had not been received in the past.

6. COMMUNITY ROOM REQUESTS:

No requests.

7. TREASURER'S REPORT

No questions...as we will need more time to review.

8. FOUNDATION REPORT:

No report.

9. FRIENDS REPORT:

Michael Kupec, Jr. reported that the Trivia night was massively successful and the best attended yet thanks to Michelle Reutty and her "Team". Also there is an upcoming trip to NJPAC to hear the New Jersey Symphony.

10. OLD BUSINESS:

Michael Kupec, Jr. provided the updated By-Laws. We will have everyone sign them at the next meeting.

11. NEW BUSINESS:

Committee Reports: Personnel, Strategic Plan, Capital, “250 Year Revolution Anniversary”.
Raymond Rivas is formalizing reporting frequency/format.

Storage Closet Build – Contract for \$6,500 awarded to Morozov Renovators LLC.

12. Adjournment:

Motion made by Berti Skenderasi and seconded by Michael Kupec, Jr. to adjourn.
BE IT RESOLVED, that the Meeting of the Garfield Free Public Library Board of Trustees was adjourned at 8:05 PM. Resolution was unanimously passed.

Respectfully submitted,

Michael Kupec, Jr.

Trustee / Secretary