APPROVED MINUTES
CLIFTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2018

The meeting was called to order at 7:00 P.M. by President Linda McCoy with a flag salute and a moment of meditation. Library Counsel read an announcement which stated that pursuant to the Open Public Meetings Act, notice of the meeting had been given in the annual meeting notice which was provided to the Record, the Herald News, the Clifton Journal, had been posted at the Main Library, Clifton City Hall and filed with the Clifton City Clerk.

Present: Marianna Gozdz, Margaret Kennedy, Patricia Vasilik, Mayor James Anzaldi, President Linda McCoy, Library Director Justine Tomczak and Library Counsel Michael A. Cerone, Jr.

Absent: Barbara Polk, Richard Ruggiero, Tracy Sterni, David White and Superintendent Richard Tardalo.

MINUTES

On motion made by Ms. Gozdz and seconded by Ms. Vasilik the Board, with all present being in favor, voted to approve the minutes of July 18, 2018 meeting of the Board of Trustees and the July 18, 2018 Executive Session of the Board of Trustees.

PUBLIC COMMENT

No one addressed the Board and President McCoy declared the Public Comment portion of the meeting closed.

DIRECTOR'S REPORT

The Main Library air conditioning broke down twice on August 15. It is up and running, however there is a part that is on order to make the repair permanent.

Kathy Grimshaw-Haven and the Clifton Public Library have been mentioned in acknowledgments in two new publications. Kathy helped the Clifton Fire Department compile photos, microfilm and information from books and newspapers to help them write their centennial book. Also, local author Hank Gola compiled a book entitled "City of Champions", about a 1939 local football game that was historic for this area.

Vivian Ungerleider's Adult Summer Reading program was a success. Main gave out 50 logs and Allwood Branch gave out 32. This was the first year for Allwood to participate. Prizes were

given to one person from each building. The Celtic Harp Concert had 40 participants and received positive comments. Many new and diverse programs are planned for September.

Pat Ferro is still weeding biographies and the latest displays include urban parks, summer fun, the 100th Anniversary of the assassination of the Romanovs, preserving & pickling, Middle Eastern food, Read-a-Romance month, Purple Heart day and happiness happens day. Many great books and movies have been ordered for the Fall.

Khusboo Rana says the family board game night was very successful with over 20 attendees playing various games supplied by the library, and we received a positive comment card from an appreciative parent. Teens have been consistently attending the arts & crafts programs during the summer reading program at both libraries. The poetry workshop was well received having eight participants ranging in age from 10-15. Final numbers for the summer will be available soon.

There was a report of a man harassing a woman while she was in the women's bathroom last week. The Clifton Police were called and are investigating.

The Children's Summer Reading Program went well. Librarians Gloria Abero and Heather Nilsen worked well together to provide quality programming, which was especially difficult being short a librarian, and Monica Pineda and Jennifer Rivera did a great job manning the desk and helping with program preparation and room decorations.

Harry Potter programs continue to be popular 20 years after the book was first published in America. Heather tried a new type of story time, "Music and Movement," where she incorporated the ActivPanel TV screen to add video and a visual listing of the words of rhymes used in the story time. She also added more music, having the children dance, use scarves and shakers and ended with a 'cool down' song. This was well received and she plans to try to continue this type of story time in the fall. The Knitter's Group had success teaching kids basic skills. Eighty five kids attended the Grand Finale. At Main, they handed out about 300 reading logs and at AB, roughly 270 reading logs. One notable program we offered, which followed the "Libraries Rock!" theme, was a dance workshop in held both buildings with special guest Mr. Duane Smith. Children learned traditional dances, and he got parents involved as well.

In addition to running programs at the library, the Children's Department continued their outreach efforts. They've been working with ways to assist the Center for Food Action's NJ Anti-Hunger Coalition; one recent example is a school meal drive, meant to explain free- and reduced-price school lunch aid to qualifying families. They also worked with the United Way to distribute their donations of backpacks containing books and snacks, and we are again a drop-off site for Clifton's Power of One backpack and school supply drive. Heather and Gloria visited 8 Boys and Girls preschool groups; 3 preschool groups at the Clifton Recreation Center, and welcomed a Head Start preschool group that visited the library.

Our volunteers have been very helpful in the children's room, assisting with shelving and program preparation. And one program attendee, who volunteers at a different library, was so impressed with one of Heather's program that she asked for details so she could try to promote a similar program at the other library!

At Allwood, Barbara Altilio and Nick Alectoridis worked to establish a garden/sitting area outside with money donated in memory of Muriel Petersen last year. A fairy garden is all set up, with little houses and flowers all in place. The "kindness rocks" garden is also together and painted rocks are starting to be added. Barbara plans on having a drop-in program for patrons that would like to contribute their own painted rocks. She's posted pictures to our Instagram account.

There were 141 entries for a jigsaw puzzle raffle. Two sisters who won were beyond excited to receive a tote bag filled with all different puzzles. Melissa Carrasco put together a family fun night package to raffle off which is made up of donations - it contains Yahtzee, a jigsaw puzzle and two family friendly DVDs. Passive programs like that seem to do well at Allwood so they're going to try and continue with them as donations allow. Barbara has started taking statistics for them so we can add them to our programming stats for the state report.
The flag in Chelsea Park fell down a few weeks ago and a patron came in to give it to us. We contacted a few different departments and the firefighters from firehouse 5 on Brighton Road came to us and happily rehung it. Barbara thanked them in a post on Instagram.

The PALS Plus Great Library Tour continues through September 10.

The Passaic County Fair will be held August 16-19 at the Garrett Mountain Reservation. PALS Plus will have a booth set up, and a few of our library employees will be covering a shift there.

Library Assistant Eduard Jurado, and Caitlyn Conselyea, daughter of Allwood Supervising Library Assistant Cheryl Conselyea won scholarships from CWA.

The Director reported the following donations

Unrestricted:

$63.34	From the canister

Restricted – DEPARTMENTAL:

$40.95	Interest earned on EW Fund for juvenile programs
$50.00	From Valley National Bank for the juvenile summer reading program

COMMITTEE REPORTS

PERSONNEL COMMITTEE

On motion made by Ms. Gozdz and seconded by Mayor Anzaldi, the Board, with all present being in favor, approved the hiring of Anna Kseniuk as part-time Custodial Worker 20 hours per week, $11.04 per hour; start date dependent on background check.

FINANCE COMMITTEE

On motion made by Ms. Gozdz and seconded by Ms. Vasilik, the Board, with all present being in favor, voted to approve the Encumbrance List dated August 1, 2018 (2018 Budget) in the amount of $97,773.30, and the Claims List dated August 15, 2018 (2018 Budget) in the amount of $47,817.98.

UNFINISHED BUSINESS

NEW BUSINESS

On motion made by Ms. Vasilik and seconded by Ms. Gozdz the Board, with all present being in favor, voted adopt the Pay to Play resolution regarding the hiring of George Held AIA and Associates to prepare plans, bid specs and administer the contract for a new roof at the Main Library, to approve the 2018 Cash Management Plan Resolution and to approve the police service contract for the period September 2018 through June 2019.

There being no further business before the Board, on motion made by Ms. Gozdz and seconded by Ms. Vasilik, the Board, with all present being in favor, voted to adjourn at 8:10 P.M.

Respectfully submitted
Michael A. Cerone, Jr
MICHAEL A. CERONE, JR.
Library Counsel