APPROVED MINUTES
CLIFTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
MAY 15, 2019

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 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: Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Patricia Vasilik, David White, Mayor James Anzaldi, President Linda McCoy, Library Director Justine Tomczak and Library Counsel Michael A. Cerone, Jr.

Absent: Marianna Gozdz and Superintendent Richard Tardalo.

MINUTES

There were no corrections suggested by the Board. The minutes are listed on the consent agenda for approval.

PUBLIC COMMENT

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

DIRECTOR'S REPORT

May 4th was Free Comic Book Day, and the Library had comic books for all ages (kids, teen, adult) to give out.

Cheryl Conselyea and the Director attended a webinar on Library Card Sign-up Month (which is in September).

On April 30, Gloria Abero and the Director met with Lisa Pitz from Hunger Free New Jersey and Amanda Cusumano and Tamara Casseus from Community Food Bank of New Jersey regarding meals for children in need during the summer. After much consideration, it was determined that the Library would not be prepared to handle this activity this year. However, the goal is to plan for next year.

The bulletin boards at the Allwood Branch are being used to promote library events by decorating them and hanging fliers.

Melissa Carrasco has started planning the window display for the Teen Summer Reading theme of a Universe of Stories. She also has added a senior to her homebound deliveries.

Barbara Altilio wrote to numerous sports teams hoping to get a donation for the teen summer reading program, and received a ticket voucher for 4 seats at a Lakewood Blue Claws baseball game.

Barbara attended a Wine Tasting Fundraiser at the Caldwell Library. There have been good reports about this type of fundraiser from other PALSPlus libraries and she's looking forward to seeing how it works.

The Library replaced a rhododendron that had been damaged in front of Allwood. The shrub had been planted in memory of a patron, Mrs. Byrd. The family was very happy to see that we were true to our word and replaced the damage plant.

The Children's Department partnered with the Passaic County 4-H and Optum to offer a Computer Science program for children 8 to 12 years old. It was a 4-week series that had very good feedback from students and parents.

This month, Passaic Charter School visited the Main Library. (This school serves primarily their "local district" of Passaic and Clifton and has 1 campus in Clifton (K-4) and 3 in Passaic (K-3, 4-8, 9-12)). 100 kindergarten children attended different story times and toured the building.

There was a very good turnout for the Turkish Story time and attracted people from both the Turkish community and those who are interested in learning more about the Turkish language and culture.

As part of the Youth Services Committee, Heather Nilsen is helping to plan a 1000 books before Kindergarten party for November. They will begin advertising it in the library soon so patrons who are part of the program will know to try to complete the goal before November. Hopefully this will renew interest in the 1000 Books program.

New Library Associate Juliana Schicho has jumped right into her employment with us and is working closely with Gloria on program planning, PR and story times.

Vivian Ungerleider has worked with Christopher Columbus Middle School for three years to present a preview of their Spring concert in the library. The performance was a lot of fun and included Rap and works by Simon & Garfunkel. It was enjoyed by all with 140 attendees. Another musical night included the Fontes Trio, playing "Phantom of the Opera" tunes with 25 in attendance.

Brian Eromenok presented his beekeeping skills and discussed the importance of bees to mankind. Books and DVDs on theme were displayed near the community room. PAWS for Reading continues was well attended on April 13 with 12 adults, 3 teens and 10 children. Vivian's 2nd floor display is about warmer weather fun things to do and enjoy.

Khusboo Rana registered for EBSCO training seminars, continued planning the Summer Reading Program and worked on the SAT Math Program, having continuous sign-ups and attendees. May 18 is the last day of the program.

Kathy Grimshaw gave a lecture on the topic of genealogy at the April 16th semi-annual meeting of the FRIENDS. It was recorded and played on Clifton channel 77. She was also thanked in the May 3, 2019 issue of the Clifton Merchant for assisting with research on local veterans killed in action in various wars.

This year the Main Library gave out 510 tax forms and 300 instruction booklets (not to mention the numerous alternative forms printed out by reference.)

Pat Ferro finished weeding medical books and is now in the transportation section.

I have been invited to speak at Rotary on Thursday, May 16 on the topic of changes in libraries. I plan to touch upon digital resources, online account management, types of programs offered in the library, and use of library space.

Kathy Grimshaw will be leading a discussion of the book "The Storied Life of A.J. Fikry" by Gabrielle Zevin on Saturday, May 18th at the Vanderhoef House in Weasel Brook Park as part of a collaboration on outreach with the Passaic County Department of Cultural & Historic Affairs in Weasel Brook Park. (The House has been restored and is used for activities.)

Maintenance has begun their spring routine of outdoor work, such as mowing and planting.

The Garden Club spent time at the Main Library a few weeks ago sprucing up the area in front of the community room wall, cleaning up the beds and planting bulbs. They will return to work on the rear courtyard.

Per our discussion at the last meeting, Nick Alectoridis has been reaching out to the electrical contractors to get updated quotes on Main outdoor walkway light repair so we can start work.

On April 22, the plumbing contractor through the PSE&G Direct Install program installed the new boiler at Allwood. On May 7, the electrical contractor with the program did the lighting part.

On April 23, installers from Creative Library Concepts worked at Allwood replacing the shelving that showed painting defects.

DONATIONS

Unrestricted:

From the parents of CP student Volodymyr Vovk		$ 15.00
In Memory Theresa Damiano	from Elizabeth Hart	$ 50.00
In Memory Theresa Ann Damiano	from Kay Roesch	$ 30.00

In Memory Theresa Damiano	from the Ravens Tennis Club	$100.00
In Memory Theresa Ann Foster Damiano	from Deborah Swalley	$ 50.00
In Memory Theresa Damiano	from David & Renee Morris	$ 25.00
In Memory Theresa Damiano	from Lois Purcell	$ 50.00
In Memory Theresa Damiano	from Sylwia Soltys & family	$ 20.00
In Memory Theresa Damiano	from Anna Kowal	$ 20.00
In Memory Theresa Damiano	from Donna Sackow	$ 60.00

Restricted:

Books	$200	In Memory Jennifer Lauritano from Adele Piela
Books	$200	In Memory Diane Czerwinski from Adele Piela
Books	$1,000	In Memory Bertha Szewczyk & Hilda Piela from Adele Piela

Restricted – DEPARTMENTAL:

$42.31 Interest earned on EW Fund for juvenile programs

COMMITTEE REPORTS

Building and Grounds Committee

Discussion regarding plumbing estimates for Main Library outside wall hydrants and janitor closet mop basin faucet work.

Discussion regarding replacing chiller transducer at Main Library. This transducer had been replaced last year. Garden State Mechanical is checking on whether the part is under warranty. There may also be a need to replace refrigerant.

On motion made by Mr. White and seconded by Ms. Polk the Board, with all present being in favor, authorized the Director to engage a contractor to repair and replace the transducer at a cost not to exceed $4,000.

Finance Committee

The Board reviewed the Claims and Encumbrances List. Approval of Claims and Encumbrance List was placed on the consent agenda.

UNFINISHED BUSINESS

- The laptop approved at last month's meeting is no longer available. The Library is researching alternatives.

NEW BUSINESS

- Request for $2,000 for staff appreciation luncheon
- Request to close one day for staff development in September or October
- Review of incident reports regarding patron behavior and Jack and Jill of America's program going beyond the time booked for the community room.

CONSENT AGENDA

On Motion made by Mr. Ruggiero and seconded by Ms. Kennedy, the Board, with all present being in favor, voted to adopt the following consent agenda

1. Approve Minutes from April 2019 meeting
2. Accept the resignation of Page Laura Montano-Mejia effective May 2, 2019 (revision from July 12, 2019 approved at the April meeting}; Hire Rachel Saborio as part-time Page, $8.85/hr, 12 hours per week, start date dependent upon successful background check and accept the resignation of part-time Custodian Anna Kseniuk effective June 15, 2019.
3. Approve Claims List dated May 15, 2019 in the amount of $31,013.43 for the 2019 budget and Claims List for 2018 General Revenue dated May 15, 2019 in the amount of $40 and the Encumbrance List dated May 1, 2019 in the amount of $48,534.07
4. Approve $2,000 for staff appreciation luncheon
5. Approve closure of the Library for staff development program for one day to be conducted on Friday September 20, October 4 or October 25, 2019 as determined by the Director.
6. Approve Plumbing Estimate from Eric Zieger Plumbing and Heating dated May 14, 2019 (revised copy) for work on outside wall hydrant in the amount of $875.00 and janitor closet mop service basin faucet in the amount of $450.00.

TRUSTEE COMMENTS

There being no further business before the Board, on motion made by Ms. Vasilik and seconded by Ms. Sterni, the Board, with all present being in favor, voted to adjourn at 7:51 P.M.

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