APPROVED MINUTES
CLIFTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
VIRTUAL MEETING VIA ZOOM
AUGUST 18, 2021

The meeting was called to order at 7:00 P.M. by President Patricia Vasilik. Library Counsel read an announcement which stated that pursuant to the Open Public Meetings Act, notice of the meeting had been given to the Record, the Herald News, the Clifton Journal, posted on the Clifton Public Library Website, on the Clifton Public Library social media, posted on the front door of the Main Library and filed with the Clifton City Clerk. The public may participate in this meeting only during the public portion, which takes place near the beginning of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the chair, you will unmute your microphone/video. Members of the public who are attending the meeting via phone call must hit *9 on their phone keypad to raise their hand to be recognized. Upon recognition by the Chair, they can unmute/mute their audio by using *6 on their phone keypad. Individuals addressing the board must give their name and address in an audible tone and will have five (5) minutes to make their statement.

ROLL CALL

Present: Thomas Charsky, Margaret Kennedy Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik, Library Director Justine Tomczak, and Library Counsel Michael A. Cerone, Jr. Absent: Marianna Gozdz, David White.

MINUTES

The Board reviewed the minutes of the July 21,2021 meeting. On motion made by Trustee Ruggiero and seconded by Trustee Charsky, the minutes of the July 21,2021 meeting were approved on roll call vote. Vote: Yes: Thomas Charsky, Margaret Kennedy Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

PUBLIC COMMENT

No one addressed the board. On motion made by Mayor Anzaldi and seconded by Trustee Ruggiero, the Board on roll call vote closed the Public Comment. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

DIRECTOR'S REPORT

Since the last meeting, a few study carrels in the Main Library have been made available for public use and homebound delivery has slowly restarted. Nothing else has changed.

In tech services, supervisor Carol Loden has advised the director regarding issues in getting books, DVDs, etc. Major suppliers are still having trouble getting materials to the Library in a timely manner.

Zoom (virtual meetings) and Brainfuse (online tutoring/skill-building/adult learning and professional assistance) have both been renewed for another year. This is provided by the State Library, funded with CARES money through the Institute of Museum and Library Services.

The Kearny Public Library is now a part of PALS Plus! They went live on August 1.

Children's and Teens' summer programs are reaching their conclusion. There are more participants this year than last year.

Free Comic Book Day, normally held in May, is scheduled for Saturday, August 14. Librarian Barbara Altilio coordinated the purchase and distribution for kids, teens and adults in both buildings.

The Master Gardeners Association of Passaic County and the Clifton Garden Club have continued their work in both locations. At Allwood, they have spruced up or relocated plantings that people have donated over the years to areas on the property more conducive to their growth. The Library is replacing any small plaques with donation information that have been damaged over the years.

City Green's Veggie Mobile continues to visit Allwood every other Wednesday at 2:30 and have been getting a good turnout; next visits are August 18 and September 1.

The maintenance department has been following up on issues mentioned in the last meeting, plus trying to get quotes on possible interim roof fixes and HVAC for a future project. It is taking a lot of time to find the appropriate vendors, reach out, reach out again, keep track of your contacts, compile information, and ask follow-up questions.

Staff has been making an effort to get some PR out there, and some things are being published. The Post Eagle has put some information on their website, and the August issue of the Clifton Merchant has a full-page article and lovely picture on page 82.

On August 9, the Director as President of PALS Plus accompanied Luca Manna (PALS Plus Executive Director) on a day-long tour of several PALS Plus libraries along with the new State Librarian, Jennifer Nelson, and the Deputy State Librarian for Innovation and Strategic Partnerships, Peggy Cadigan. Jen and Peggy met us at the Main Library and were in awe of the children's room. The floor markers caught their eye, but they were especially enamored of the summer reading program prize window. The group went to Paterson, North Haledon, Bloomingdale, Fairfield and Woodland Park. Peggy was taking pictures all day and sending them to the State Library social media person, who was posting on Twitter. Both women were

very engaging and inquisitive, asking about populations served, the local areas, challenges we face, and specifics that came up while touring and talking. Luca and the Director both thought it was very successful.

On another happy note, the amazing Adele Piela turned 101 earlier this month! She stopped by the Main Library with some family members to visit "Adele's Corner" in the children's room, which the staff jazzed up with a birthday sign and a display of some of the many books funded through her generosity.

DONATIONS

Restricted:

$ 101.00	In honor of Adele Piela's 101st birthday from Kathryn and Nate Chiarello for books
$ 101.00	In honor of Adele Piela's 101st birthday from Joan and Ronald Chiarello for books

Restricted – DEPARTMENTAL:

$ 7.22	Interest earned on EW Fund for juvenile programs
$ 100.00	For use at Allwood from the Woman's Club of Allwood
$ 100.00	For use at Allwood from Robert G. Schimpf
$1,770.95	NJ State Library CARES Act Mini-grant for digital literacy outreach

CORRESPONDENCE

There was no correspondence for the trustees.

COMMITTEE REPORTS

FINANCE COMMITTEE

The Board reviewed the Encumbrance Lists dated August 1,2021 and the Claims List dated August 18, 2021.

On Motion made by Trustee Ruggiero and seconded by Trustee Charsky, the Board, on roll call vote, approved the Encumbrance List dated August 1, 2021in the amount of $29,659.20 and the Claims List dated August 18,2021 in the amount of $39,269.79.
Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

PERSONNEL COMMITTEE

On motion made by Mayor Anzaldi and seconded by Trustee Kennedy, the Board, on roll call vote, hired Kayla Campoverde as Library Assistant, part-time 12 hours/week, start date on or close after August 30, hired Tugrahan Guler as Page, part-time 12 hours/week, start date dependent on background check results and approved unpaid leave of absence to Luz Posado,

part-time Page, for seven weeks. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

UNFINISHED BUSINESS

The Director says reopening has gone well with the exception of some patrons using the Community Rooms who don't want to wear masks. The Library is insisting that all wear masks. The Director spoke with John Biegel, Clifton Health Officer. He suggested that the Library maintain status quo and that the number of tables, chairs, computers, etc. not be expanded. The Director has not yet resumed full hours due to staffing issues. Several trustees suggested that the resume normal hours after Labor Day.

The Director asked the Board about resuming in person meetings in September. Currently the meeting is scheduled for the full community room in the Main Library. The consensus of the board is to meet in person in September.

On motion made by Mayor Anzaldi and seconded by Trustee Kennedy, the Board, on roll call vote, approved contracting with Hageman Roofing to make repairs to the Main Library roof per their quote dated August 12, 2021 at a cost of $3,680.00. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

NEW BUSINESS

On motion made by Mayor Anzaldi and seconded by Trustee Charsky, the Board, on roll call vote, approved contracting with Crane Associates PC to conduct an evaluation of the HVAC system at the Main Library per their quote dated August 6, 2021 at a cost of $3,900.00. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

On motion made by Trustee Polk and seconded by Trustee Ruggiero, the Board, on roll call vote, approved contracting with Plymouth Rocket for room booking service, website calendar and online requests for community room reservation at a cost of $1,150.00 for one year to start October 2021. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

The Board discussed the possibility of opening on Sundays in the fall. It was the consensus of the Trustees that given the uncertainty of the pandemic that the library should remain closed on Sundays for the time being.

On motion made by Mayor Anzaldi and seconded by Trustee Kennedy, the Board, on roll call vote, approved Police Service Contract dated August 19, 2021 for services September 2021 through June 2022. Vote: Yes: Thomas Charsky, Margaret Kennedy, Barbara Polk, Richard Ruggiero, Tracy Sterni, Mayor James Anzaldi, President Patricia Vasilik; No: None; Abstain: None.

TRUSTEE COMMENTS

Mayor Anzaldi asked everyone to remain safe.

On motion made by Trustee Sterni and seconded by Trustee Polk the Board, with all present being in favor, voted to adjourn the meeting at 8:12 pm.

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