APPROVED MINUTES
CLIFTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 15, 2022

The meeting was called to order at 6:35 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 in the annual meeting notice to the Record, the Herald News, the Clifton Journal, posted on the Clifton Public Library Website and in the Clifton Public Library and filed with the Clifton City Clerk.

ROLL CALL

Present: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White and President Patricia Vasilik, Library Director Justine Tomczak, and Library Counsel Michael A. Cerone, Jr. Absent: Richard Ruggiero. Mayor James Anzaldi joined the meeting at 6:48 pm during the Director's report.

MINUTES

The Board reviewed the minutes of the May 16, 2022 meeting. On motion made by Trustee Polk and seconded by Trustee White, the minutes of the May 16, 2022 meeting were approved on roll call vote. Vote: Yes: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White and President Patricia Vasilik; No: None; Abstain: None.

The Board reviewed the minutes of the executive session of the May 16, 2022 meeting. On motion made by Trustee Charsky and seconded by Trustee Sterni, the minutes of the executive session of the May 16, 2022 meeting were approved on roll call vote. Vote: Yes: Thomas Charsky, Marianna Gozdz, Tracy Sterni and David White; No: None; Abstain: Barbara Polk, President Patricia Vasilik.

PUBLIC COMMENT

No one addressed the board. On motion made by Trustee White, seconded by Trustee Charsky, the Board, with all present voting in the affirmative, closed the Public Comment portion of the meeting.

DIRECTOR'S REPORT

The Director reported that the auditors were in all day on May 17 and 18 and follow up actions continued afterwards.

Administrative Clerk Christine Althawabta has been working very hard on implementing the contract with CWA which includes a lot of work on compensation adjustments.

Early voting was held at the Main Library June 3, 4, and 5. A bill is being submitted to the Board of Elections for reimbursement of maintenance staff overtime. The Library will be an early voting site in the fall.

The County of Passaic, in conjunction with PALS Plus Library Consortium, held its first Passaic County Book Festival in Clifton's Weasel Brook Park on Saturday, June 4. Mayor Anzaldi read to children in the story time tent, and trustee David White participated on a Mysteries & Thrillers authors' panel. Children's Supervising Librarian Gloria Abero moderated a panel of children's book authors. Library Assistant Tess Lazo-Iwachow and the Director also attended.

Library Assistant Matt Agnoli and Sr. Library Assistant Joel Colon are continuing their work with homebound and outreach to seniors.

A book blowout sale was held at the Allwood Branch May 20-21. Branch Manager Barbara Altilio, who coordinated the event, reported $362.64 in sales.

Barbara Altilio has also coordinated the return of City Green's Veggie Mobile. The first event was held June 1; the next will be June 15 and will continue every other Wednesday through November 2 from 2:30 – 4:30 in the Allwood Branch parking lot.

The Book Nook in the Main Library has reopened. Volunteers Pat Vasilik and Jo Hock spearheaded the effort to clean and reorganize the room and materials, work with the Director and circulation staff on new procedures and coordinate other volunteers.

Hotspots have been circulating well. One patron reported back that she took it on an RV trip so the family always had WiFi!

Work on the roof has been completed and has passed the city inspection. The roof materials manufacturer also came to inspect, and the architect and contractors did their walkthrough, with the contractors returning the next day to take care of a few things on the punch list. The architect is preparing a final report.

Clifton Library, as well as other libraries are still awaiting the official grant paperwork to be executed for the NJ Library Construction Bond Act in order to proceed with ceiling tile and wallpaper replacement in the Main Library.

The Garden Club has been on site at both buildings multiple times already beautifying the gardens.

Children's librarians Gloria Abero, Heather Nilsen and Juliana Schicho have been doing visits to the elementary schools once again. They are also preparing for summer reading programs, as is Teen librarian Khusboo Rana. Crafty Library Assistant Tess is working on a mural upstairs by

the teen section once again.

Gloria Abero and Librarian Vivian Ungerleider have restarted the PAWS for Reading program, in which children can practice reading to therapy dogs in a non-judgmental environment. Vivian Ungerleider arranged a program with local beekeeper Brian Eromenok on June 7.

Library staff has been working with the FRIENDS to get museum passes ordered. The Library will have passes for the Intrepid, Aviation Museum (Teterboro), Montclair Art Museum, and Brooklyn Botanic Gardens available at Main, and the Yogi Berra Museum, Aviation Museum, Montclair Art Museum and Brooklyn Botanic at Allwood. They should start becoming available in the coming weeks.

Gloria Abero and the Director attended the NJLA Conference, which was held in person in Atlantic City for the first time since 2019. Some of the programs they attended included engaging older adults; building, marketing and promoting diverse collections (diversity in general was a big theme throughout the conference); rethinking library policy, in practice and philosophy; getting out of your building, serving local entrepreneurs and small businesses; working with local and state historical organizations, and more.

PALS Plus held its 2nd of 4 yearly membership meetings on May 26. There was a lot of discussion on two topics: standardization of overdue notices and time until an item is marked lost; and changes to the standard fine schedule. Many amendments were brought to the floor.

There have also been many discussions happening both formally and informally within PALS Plus about service philosophies and how they tie in to some of rules and procedures of the Clifton Library as well as the consortium. As an example, the policy committee is discussing a proposed amendment to library card renewals to allow libraries to renew another town's card provided the card is in good standing and residency remains the same.

The library now subscribes to digital access for Value Line investment research, with access in both library buildings and access from home with a Clifton library card.

The Library also just began a subscription to Comics Plus, which offers digital access to comics, graphic novels and manga. There are three links for access: children's, teen and adult. Like Hoopla and Libby, patrons need a Clifton library card for access. The librarians were very excited about this offering when we had our trial period.

There may be more changes to electronic offerings in the near future, as the State Library is at the end of their multi-year contracts with current vendors and will be announcing very soon what new contracts they have signed.

The musical concert sponsored by the FRIENDS on May 17 went very well. The freshly tuned and fixed piano sounded good. Trustee Tom Charsky investigated the age and model of the piano based on the serial number. Based on his recommendations, sometime within the next 6-12 months the Director will get quotes from more than one qualified technician on what major

refurbishment work would need to be done and then we'll have a serious discussion on next steps.

The sink in the PALS Plus office had a clogged drain line and continuously dripping faucet, which is an original fixture. The line was cleared and the faucet replaced.

The Director reported on the following incidents which occurred over the last month:
Resident complaint to City about boisterous group in Allwood parking lot
Graffiti in downstairs women's room at Main
Graffiti in downstairs men's room at Main
Soda can thrown, unprovoked, at another patron, necessitating cleanup of new books and surrounding area
Racial slur yelled at woman of color
Bollard knocked over (support pole broken) by large truck with no identifying marks

DONATIONS

Restricted:
$ 100.00 From the Woman's Club of Allwood for use in the Allwood Branch

Restricted – DEPARTMENTAL:
$ 10.62 Interest earned on EW Fund for juvenile programs

CORRESPONDENCE

COMMITTEE REPORTS

PLANNING AND POLICY COMMITTEE

The Director reported that the Real Macaw Parrot Club requested permission to bring birds into the community room for their monthly membership meetings. On motion made by Trustee White and seconded by Trustee Polk, the Board on roll call vote, approved the request by the Real Macaw Parrots Club to bring birds into the community room for their monthly membership meetings on the condition that the birds are transported in cages, are only let out of the cages in the community room with the doors closed and that the Club will promptly clean up any mess caused by their use of the room. Vote: Yes: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White, Mayor Anzaldi and President Patricia Vasilik; No: None; Abstain: None.

FINANCE COMMITTEE

The Board reviewed the Encumbrance List dated June 1, 2022, and the Claims List dated June 15, 2022. On Motion made by Trustee Charsky and seconded by Trustee Sterni, the Board, on roll call vote, approved the Encumbrance List dated June 1, 2022 in the amount of $210,707.11, and the Claims List dated June 15, 2022 in the amount of $28,794.73. Vote: Yes: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White, Mayor Anzaldi and President Patricia Vasilik; No: None; Abstain: None.

UNFINISHED BUSINESS

The Director reported that PALS Plus voted to increase the fine for Books and DVDs to $0.25.

The Director reported that she had intended to attend a program at NJLA conference on libraries doing a Strategic Plan on their own, however that program was cancelled. The Director will work with the committee to start work on the plan.

NEW BUSINESS

On motion made by Trustee Polk and seconded by Trustee Charsky, the Board voted to hire Masonry by Sal Terranova to repair the Main Library bollards at a cost of $2,200 in accordance with his proposal dated June 15, 2022. Vote: Yes: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White, Mayor Anzaldi and President Patricia Vasilik; No: None; Abstain: None.

On motion made by Trustee White and seconded by Trustee Sterni, the Board voted to allow the Clifton Arts Center to use the community room for the program Arts Center on the Go and to charge a fee to those attending the program. Vote: Yes: Thomas Charsky, Marianna Gozdz, Barbara Polk, Tracy Sterni, David White, Mayor Anzaldi and President Patricia Vasilik; No: None; Abstain: None.

The Director reported that Kim Castellano from the Power of One wants to do a panel discussion on mental health at the Main Library to be broadcast on the Clifton Public Access TV.

PERSONNEL COMMITTEE

At 7:20 pm, on motion made by Mayor Anzaldi and seconded by Trustee White the Board, with all present being in favor, voted to go into executive session to discuss personnel matters.

The Board reconvened at 7:24 pm with the same trustees present. Counsel announced that the Board had met in executive session and discussed personnel matters no action was taken.

TRUSTEE COMMENTS

President Vasilik congratulated Mayor Anzaldi and Trustee White on volunteering and reading at the Passaic County Book Festival.

On motion made by Mayor Anzaldi and seconded by Trustee White the Board, with all present being in favor, voted to adjourn the meeting at 7:25 pm.

Respectfully submitted,

Michael A. Cerone, Jr

MICHAEL A. CERONE, JR.
Library Counsel