# APPROVED MINUTES
# CLIFTON PUBLIC LIBRARY
# BOARD OF TRUSTEES MEETING
# AUGUST 16, 2023

The monthly meeting of the Trustees of the Clifton Public Library was held at the Main Library, 292 Piaget Avenue, Clifton, NJ. The meeting was called to order at 6:32 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: Marianna Gozdz (via phone), Barbara Polk, Vivian Semeraro, Tracy Sterni, and President Patricia Vasilik, Library Director Justine Tomczak, and Library Counsel Michael A. Cerone, Jr. Absent: Thomas Charsky, Karen Sommers, Richard Ruggiero and David White.

## MINUTES

The Board reviewed the minutes of the July 19, 2023 meeting. On motion made by Trustee Polk and seconded by Trustee Semeraro, the minutes of the July 19, 2023 meeting were approved on roll call vote. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

## PUBLIC COMMENT

No one addressed the Board. On motion made by Trustee Sterni and seconded by Trustee Polk, the Board, on roll call vote, voted to close the Public Comment portion of the meeting. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

## DIRECTOR'S REPORT

The Director provided the board with a written report with updates on the Library since the July meeting.

## CORRESPONDENCE

There was no correspondence for the board.

## COMMITTEE REPORTS

## BUILDING AND PROPERTY COMMITTEE

The Director informed the Board that the City Council approved the renewal of the Bond Anticipation Notes. This will allow the Library to go ahead and spend previously approved capital project money, such as for the HVAC project

## FINANCE COMMITTEE

The Board reviewed the Encumbrance List dated August 1, 2023, and the Claims List dated August 16, 2023. On Motion made by Trustee Polk and seconded by Trustee Semeraro, the Board, on roll call vote, approved Encumbrance List dated August 1, 2023 in the amount of ($15,172.21) and the Claims List dated August 16, 2023 in the amount of $44,526.48. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

## UNFINISHED BUSINESS

There was no unfinished business.

## NEW BUSINESS

On Motion made by Trustee Sterni and seconded by Trustee Gozdz, the Board, on roll call vote, adopted the Resolution Authorizing the Award of a Non-Fair and Open Contract for Engineering Services. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

On Motion made by Trustee Polk and seconded by Trustee Gozdz, the Board, on roll call vote, approved the Police Services Contract commencing September 2023 through June 2024. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

On Motion made by Trustee Sterni and seconded by Trustee Polk, the Board, on roll call vote, approved a budget of $2,000 for the staff appreciation day. Vote: Yes: Marianna Gozdz, Barbara Polk, Vivian Semeraro, Tracy Sterni and President Patricia Vasilik; No: None; Abstain: None.

The Director discussed the Library's attempts to re-open on Sundays. The Director is working to increase the Sunday-only staff roster in order to do so. She will report back to the Board in September.

## TRUSTEE COMMENTS

Trustee Semeraro noted that the Garden Spot at Allwood Branch is being maintained by Friends of the Library and that Rosemary Lyons donated two Hosta plants.

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 6:43 pm.

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