

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

MINUTES OF MEETING

June 19, 2017

OPEN

Kathleen Policano opened the public meeting at 7:02 P.M. in accordance with New Jersey Open Public Meeting Act.

ROLL CALL

Present: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

Absent: Jill Torrento

APPROVAL OF MINUTES

Kathleen Policano made a motion to accept the May 15, 2017 minutes

First: Doris Wechtler

Second: Geraldine Mola

Approved: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

FINANCIAL REPORTS

May Trial Balance

Kathleen Policano made a motion to approve the May 2017 Trial Balance.

First: Doris Wechtler

Second: Robert Manginelli

Approved: Geraldine Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

May Bill's List

Kathleen Policano made a motion to approve the May 2017 Bill's List in the amount of \$62,565.22

First: Doris Wechtler

Second: Mayor Colletti

Approved: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

OTHER REPORTS

Kathleen Policano made a motion to accept the May 2017 Director's Report

First: Robert Manginelli

Second: Doris Wechtler

Approved: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

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Kathleen Policano made a motion to accept the May 2017 Reference Report

First: Doris Wechtler

Second: Mayor Colletti

Approved: Robert Manginelli (with reservations), Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

- Geraldine Mola commented on the discrepancy between the cost of adult programs and the number of attendees at each program.
- The trustees discussed the time adult programs are offered as a factor that impacts attendance. It was noted that the program times are restricted by library hours.

Kathleen Policano made a motion to accept the May 2017 Circulation Report

First: Doris Wechtler

Second: Robert Manginelli

Approved: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

- Kathleen Policano noted that circulation has increased.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Discard Broken, Worn, Stained or Furniture – Resolution & Vote

Kathleen Policano made a motion to discard broken, worn, or stained furniture

First: Doris Wechtler

Second: Robert Manginelli

Approved: Robert Manginelli, Geraldine Mola, Kathleen Policano, Richard Trawinski, Doris Wechtler, and Mayor Colletti

Building Committee Update

Kathleen Policano gave an update on the progress of the plans for the new addition and the library renovation. Following meetings with the architect, it was reported that the plan is to go out to bid by September. After the bid process is complete, construction can begin in October. Construction is expected to take about six months. Among other items, the building project includes the following: more room in the main library, a children's library conducive to children's activities, new carpets, a new roof, new lighting, a new HVAC system, new furniture for adults and children, upgraded technology, and more access for charging.

OTHER ISSUES

- There was a discussion regarding a request from a resident for trustee documents at the conclusion of meetings. Bobbie Protono confirmed with Keith Kazmark's office that all such requests must be made through OPRA in order to comply with New Jersey state law. OPRA forms are available in the clerk's office. Completed OPRA requests are to be brought to the clerk's office where they will be processed.
- Geraldine Mola discussed the location of historical materials in the new building.
 - Mrs. Mola addressed the trustees as a member of the public on behalf of the Centennial Committee. Mrs. Mola read a letter reporting a donation from the Centennial Committee to the Elmwood Park Public Library in the amount of \$3,972.56 for the preservation of local history. The funds will be deposited in the Richard A. Mola account which was established for that purpose.

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PUBLIC COMMENTS

Debbie Tester 82 Elmwood Drive

- Mrs. Tester commented on the need for a Young Adult area in the library.
- Mrs. Tester suggested that discarded items from the library could be donated. Mrs. Tester will investigate possible places to donate.

Jeffrey Freitag 35 Hillman Drive

- Mr. Freitag commented on the library's mixed asset inventory.
- Mr. Freitag commented on OPRA requests.

Michele Reutty 189 Lincoln Avenue

- Ms. Reutty commented on the state library code.
- Ms. Reutty commented on projected cost of the building project and contingency plans.

Lorraine Pellegrine 83 Elm Street

- Mrs. Pellegrine commented on the condition of the blocks in the parking lot.
- Mrs. Pellegrine suggested an open meeting for the public to explain the building project.

MEETING ADJOURNED

Kathleen Policano adjourned the public meeting at 7:45 P.M.