Board of Trustees Minutes – FEBRUARY 18, 2025

1. **CALL TO ORDER:** The regular monthly meeting of the Board of Trustees of the Free Public Library of Elizabeth, NJ, was held in person and remotely via Zoom on FEBRUARY 18, 2025. Ms. Julia Krisanits-Lehman, President called the meeting to order at 6:30 pm. **A quorum was established by roll call.**

2. **ROLL CALL:** Present: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast, Ms. Lorraine Tidd and on ZOOM Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith via zoom. Absent: none. Also present were Alexandria Laudisi and Helen Speros.

3. **Announcement of Compliance with The Sunshine Law**: Ms. Julia Krisanits states we are in compliance.

4. **Welcome to Visitors:** Instructions on when to address the Board.

5. **Comments from the public:** N/A

6. **NEW BUSINESS-** Lisa Torres is Chairperson of the Bylaws Committee: 10-days written notice required prior to voting to change Bylaws, therefore we will vote on the following at the March meeting.

   A. BYLAWS Article II 1. C – Change definition of "Quorum" to 5 individuals, and 4 when only 7 appointed.

   B. BYLAWS Article IV 1. A – Director includes pronoun "he" and will be changed to the word "Director".

7. **READING OF THE MINUTES (JANUARY 2025).** It was motioned by Ms. Lorraine Tidd and seconded by Dr. Dorothy McMullen to accept the January 2025 minutes. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

8. **REPORTS OF OFFICERS:**

   a. REPORT OF BOARD PRESIDENT:

   - I am pleased to provide this month's President's Report, highlighting key discussions, events, and developments at our library. This month, Martin and I had the opportunity to meet with our new attorney to discuss his experience working with other libraries and how his expertise can support our institution. During our discussion, we presented several ongoing concerns and challenges our library faces, seeking his guidance on best practices and legal considerations. His insights were valuable, and I look forward to continued collaboration to ensure our library remains compliant, well-supported, and prepared for future challenges. Mr. Zucker extended his gratitude to all trustees for their dedication and commitment to our library.
   - I had the pleasure of attending our Lunar New Year celebration, which was a tremendous success. The event was very well attended and featured an array of engaging activities, including crafts, a traditional dragon dance, and food. The celebration was a wonderful reflection of our library's commitment to cultural enrichment and community engagement. Thank you to the staff who made this event possible.
   - I was also able to personally use the Stella system for the first time this month, successfully placing a "hold" and checking out a book. This first-hand experience provided me with a deeper understanding of the system's functionality and the ease of access it provides for our patrons.
   - On behalf of the Board of Trustees, I had the honor of welcoming Ms. Eleni Glykis to her new office. We are excited to have her in this role and look forward to her contributions to our library's continued success.

   b. TREASURER'S REPORT (Action Item):

Mr. Martin Weingast is trying to get the final budget from the city. Roel made some adjustments and some negative items are now positive. All looks good. We received the 6/30/2024 audit to be reviewed and voted on at the next meeting. The cost was $15,000 for the audit. Julia states to add report has been received and will be added to old business next meeting. Martin asks if there are any questions.

It was motioned by Ms. Lorraine Tidd and seconded by Ms. Lisa Torres to accept the February Treasurer's Report. AYES: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

9. PRESENTATION AND APPROVAL OF BILLS (FEBRUARY 14, 2025) (Action Item):

The Bills List is reviewed by the Trustees. Martin Weingast is a signer with an electronic signature. He suggests Roel set up electronic signature for Julia Krisanits and Eleni Glykis. Eleni Glykis states there was a $7,000 difference recorded vs. Actual amount for checks dispersed. Aimee and Frank were reimbursed for their education.

It was motioned by Mr. Martin Weingast to accept the Bills Lists, and seconded by Dr. Dorothy McMullen. AYES: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

10. REPORTS OF THE STANDING COMMITTEES: We need to get the committees more active to support the Director.

11. REPORTS OF AD HOC COMMITTEES:

Friends of the Library needs to be established. We need an attorney to set up 501-C3. They can apply for grants the library cannot apply to. They can help pay for children's programs, museum passes, author talk etc. FOL can charge for items/tickets and give % sales of tickets to the library. We can get funds from businesses in the area if we also open up Foundation.

Martin Weingast discusses items/ancient collection in the basement which could generate some revenue such as Japanese prints. The Gazette was sold for example. The Ad Hoc Committee will address the possibility of donate, preserve or sell. If any Trustees are interested in one of those, we can add to the document committee.

12. REPORT OF THE DIRECTOR: Consult your packet for the complete report.

Eleni Glykis states the first 2 weeks have been great. Issues with Dental Insurance. Department budgets for departments and branches. Know your Rights meeting. Rolling Thunder event on March 29th. City ID wants to add another person but we will tell them we do not have the space. FT Librarian needed at Eport/ LaCorte. There was a children's librarian at Elmora but was moved to Main and not replaced. Someone left maternity leave and did not return.

It was motioned by Ms. Lorraine Tidd to accept the Director report, and seconded by Ms. Lisa Torres. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

13. REPORT OF THE ASSISTANT DIRECTOR- We are trying to make things better.

14. READING OF THE COMMUNICATIONS: N/A

15. UNFINISHED BUSINESS

a. Formal adoption of the agreement to provide legal services (Douglas Zucker)

It was motioned by Ms. Chynice Roman and seconded by Dr. Dorothy McMullen. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

b. Formal adoption of Bylaws Article II 1. (a)

It was motioned by Ms. Chynice Roman and seconded by Ms. Lisa Torres. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

16. CLOSED MEETING: It was motioned by Ms. Lorraine Tidd and seconded by Ms. Lisa Torres to go into closed session. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

17. OPEN MEETING: It was motioned by Ms. Lorraine Tidd and seconded by Mr. Martin Weingast to go into open session. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

18. ADJOURNMENT: 8:00pm. It was motioned by Ms. Chynice Roman, and seconded by Ms. Lisa Torres to adjourn at 8pm. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Ms. Lisa Torres, Mr. Martin Weingast and Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen, Ms. Earnestine Smith.

Minutes by Helen Speros 3/12/2025