

Board of Trustees Minutes – JUNE 17, 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 JUNE 17, 2025. Ms. Lisa Torres called the meeting to order at 5:30 pm. **A quorum was established by roll call.**
2. **ROLL CALL:** Present: Mr. Martin Weingast, Ms. Lisa Torres, Ms. Earnestine Smith, Mr. Christian Veliz, and, Ms. Chynice Roman & Ms. Julia Krisanits-Lehman on zoom. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen, Ms. Julia Krisanits-Lehman. Also present were Eleni Glykis, 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. **Guests:** Crystal Matusek, an Elizabeth resident is a part-time employee at the Library and Norma Hall, a Roselle resident, is a regular patron.
5. **COMMENTS FROM THE PUBLIC:** Crystal makes a plea for additional hours for part-timers and states she lost getting hired for 3 positions because she did not speak Spanish. Norma Hall once again urges the library to add Spanish learning classes for adults to learn Spanish. Ms. Julia Krisanits-Lehman joins the meeting in-person during the public portion.
6. **READING OF THE MINUTES (MAY 2025):** It was motioned by Ms. Earnestine Smith and seconded by Mr. Christian Veliz to accept the MAY 2025 minutes. AYES: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.
7. **REPORTS OF OFFICERS:**
8. **REPORT OF BOARD PRESIDENT:** Over the past month I had a pleasure attending events and meetings reflecting ongoing vitality and collaborative spirit of our library system.
 - I attended an Elizabeth school playground beautification event where Tabitha and Alex represented the library engaging with families and students and handed out books promoting the Library.
 - I attended the black tie event for the opening of the new modern Union Public Library opening. They share a space with the Public Theatre and Arts Center. Drive- Thru. Met the President of the Board.
 - I made contact with an individual interested in forming a Friends of the Library group for our system and look forward to exploring this development further.
9. **TREASURER'S REPORT (Action Item):**

Mr. Martin Weingast states the fiscal year ends June 30. Projection of \$67,802 remaining with one more payroll 110k and bills approximately \$21k totaling \$131k. There is \$101k in the bank and \$171k in Reserve. Hopefully the Reserve will cover it. Eleni continues to work on the budget for next year.

It was motioned by Mr. Christian Veliz and seconded by Ms. Earnestine Smith to accept the Treasurer's Report. AYES: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz, Ms. Chynice Roman and Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.
10. **PRESENTATION AND APPROVAL OF BILLS (JUNE 2025) (Action Item):**

It was motioned by Ms. Lisa Torres and seconded by Mr. Christian Veliz to accept the Bills List. AYES: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz, Ms. Chynice Roman and Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.
11. **REPORTS OF THE STANDING COMMITTEES:** N/A
12. **REPORTS OF AD HOC COMMITTEES:** N/A
13. **REPORT OF THE DIRECTOR:** Consult your packet for the complete report.

The Elmora roof project is complete. There is only one HVAC unit working; the Mayor said to reach out to the Department of Public Works to keep the Library Operational.

The work at the Main Library is complete except for the waterproof coating. \$20K credit for fewer materials used and the State Library re-imbursement

Our transition to Gmail with full migration scheduled for late summer.

We are working with Express Scripts for a re-imbursement for previous charges.

We are working with Wildan for release of funds for payment #2 energy grant.

We were closed 6/13 for Staff Development Day. A representative was here from Employee Assist Program with stress relief exercises and Rene Garzon from the Union gave the staff an opportunity to ask any questions. There was an interactive PowerPoint presentation and Jeopardy with answers about EPL's policies and procedures. Good food and prizes were provided.

Alex and I have met with Department Heads to discuss expectations and initiatives.

The Library is transitioning from ADP to Paychex for all our payroll needs; saves money and better services.

Newsletter: we have a new editor for our newsletter and it is in Spanish on the Library's website.

Insurances: We no longer have Bill Malone as our consultant. Our broker, Anna McNerney from Otterstedt will review policies and look for competitive rates moving forward.

14. REPORT OF THE ASSISTANT DIRECTOR:

Alex worked with Robert on scheduling

Attended Department heads staff meeting while assisting Tabitha, Layla and Jennifer in their new roles.

Other - Staff Development Day, Summer Reading group, Transition Gmail.

It was motioned by Mr. Martin Weingast and seconded by Mr. Patrick Mahon to accept the Director's Report. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.

15. READING OF THE COMMUNICATIONS: N/A

16. UNFINISHED BUSINESS: N/A

17. NEW BUSINESS:

- a. **Resolution 25-09** authorizing the Library to switch to Paychex as its Payroll provider.

It was motioned by Ms. Lorraine Tidd and seconded by Ms. Lisa Torres to accept Resolution 25-09. AYES: Ms. Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.

- b. **Resolution 25-10** form the FOL group. Library Director is coordinating with Ad Hoc to develop the initial group and 501 C3.

It was motioned by Mr. Martin Weingast and seconded by Ms. Earnestine Smith to accept Resolution 25-10 and authorize the FOL 501C3. AYES: Ms. Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.

18. CLOSED MEETING: It was motioned by Ms. Lisa Torres and seconded by Ms. Earnestine Smith to go into closed session. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Ms. Lisa Torres, Mr. Patrick Mahon and Mr. Christian Veliz. Abstain: N/A. Absent: Ms. Lorraine Tidd, Ms. Chynice Roman, Dr. Dorothy McMullen.

19. OPEN MEETING: It was motioned by Ms. Julia Krisanits-Lehman and seconded by Ms. Chynice Roman to go out of closed session. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.

20. ADJOURNMENT: 7:30pm. It was motioned by Ms. Lisa Torres and seconded by Ms. Julia Krisanits-Lehman to adjourn at 7:30pm. AYES by Acclamation: Ms. Julia Krisanits-Lehman, Mr. Martin Weingast, Ms. Earnestine Smith, Mr. Christian Veliz and Ms. Chynice Roman. Abstain: Ms. Lisa Torres. Absent: Mr. Patrick Mahon, Ms. Lorraine Tidd, Dr. Dorothy McMullen.