

Board of Trustees Minutes – SEPT 17, 2024

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 SEPTEMBER 17, 2024. Ms. Pearl Serratelli called the meeting to order at 5:35 pm. **A quorum was established by roll call.**

- **ROLL CALL:** Present: Ms. Chynice Roman, Ms. Lorraine Tidd, Mr. Martin Weingast, Ms. Julia Krisanits-Lehman, Ms. Earnestine Smith. Mr. Eloy Delgado, Ms. Pearl Serratelli. Absent: Ms. Lisa Torres, Dr. Dorothy McMullen. Also present were Mary Faith Chmiel, Library Director, and Helen Speros, Office Manager, taking minutes.

Announcement of Compliance with The Sunshine Law: In compliance.

Welcome to Visitors: Mr. Eloy Delgado states there are no visitors.

Comments from the Public: None.

READING OF THE MINUTES (AUGUST 7, 2024) (Action Item): It was motioned by Ms. Lorraine Tidd to accept the August 2024 Minutes from the previous meeting and seconded by Ms. Chynice Roman. AYES by Acclamation: Dr. Dorothy McMullen, Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith NAYS: none. Absent: Ms. Lisa Torres, Ms. Julia Krisanits-Lehman.

TREASURER’S REPORT (AUGUST 2024) (Action Item):

It was motioned by Mr. Martin Weingast to accept the Treasury report as of 09/17/2024 and seconded by Dr. Dorothy McMullen. AYES by Acclamation: Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Pearl Serratelli, Ms. Chynice Roman, Ms. Earnestine Smith, Ms. Lisa Torres (arrived 5:42pm). NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

PRESENTATION AND APPROVAL OF BILLS (AUGUST 2024) (Action Item):

The Bills List is reviewed by the Trustees. There was a transfer of funds \$100,000 to Chase Bank. There is a free training for positive pay. Checks were free. Bags were free. Library Store charges were for 6 new chairs. Ms. Mary Faith Chmiel motions for approval to pay the bills.

It was motioned by Dr. Dorothy McMullen to accept the Bills Lists as of 09/17/2024, and seconded by Ms. Lisa Torres. AYES: Dr. Dorothy McMullen, Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lisa Torres, Lorraine Tidd, Ms. Pearl Serratelli, Ms. Chynice Roman, Ms. Earnestine Smith. NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

REPORTS OF THE STANDING COMMITTEES: N/A

REPORTS OF AD HOC COMMITTEES: Director job description on NJLA website. Mr. Martin Weingast and Ms. Pearl Serratelli are on the Search Committee and looking at resumes for the Director position. Kimberly Peone from Matawan was suggested. Mary Faith recommends Alexandria Laudisi for Assistant Director.

DIRECTOR’S REPORT: Consult your packet for the complete report.

MaryFaith discusses the following:

- Bank Migration underway with Chase Bank.
- Elmora roof—the vendor took the money and never paid the manufacturer. No change in the Elmora roof, Main building envelope or HVAC.
- The flex space is being re-purposed into 2 offices for greater privacy for Social worker and City ID.
- The \$50,000 from City for the HVAC will go towards new computers.

- Phyllis Tankel lived here 30 years ago and remembered the library was a special place. She has passed at the age of 70 and we are receiving donations from her family and friends in remembrance of her.
- Bags of salt have been ordered for the approaching winter and snow.
- No sign of the electronic kiosk
- Teens and Children's are keeping busy
- Aimee is working off the funds she received in LHR. Digitizing through end of the year \$40,000. Locks have been changed. She has \$111,000 left from the sale of the portrait. The Conservatory will be in on 10/16 to assess the restoration of the Lady Elizabeth Carteret Portrait in the LHR room. Someone donated a painting of Elizabeth with the river without the library, during colonial times.

Ms. Mary Faith Chmiel asks for a motion for approval of the Director's Report. It was motioned by Mr. Eloy Delgado and seconded by Ms. Pearl Serratelli. AYES by Acclamation: Mr. Eloy Delgado, Mr. Martin Weingast, Dr. Dorothy McMullen, Ms. Lorraine Tidd, Ms. Lisa Torres, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

READING OF THE COMMUNICATIONS:

JOB DESCRIPTION- NJLA has Library Director job description posted

RETIREMENT NOTICE- Effective 12/31/2024

It was motioned by Ms. Pearl Serratelli and seconded by Ms. Chynice Roman to accept the retirement notice of the director. AYES: Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Lisa Torres, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith, Dr. Dorothy McMullen. NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

ROLLING THUNDER REQUEST – They want to place a chair here and a table which says Chair of Honor. Mary Faith reads their letter. Mary Faith is ok with it and suggest placing it at the Rahway entrance.

It was motioned by Ms. Lisa Torres and seconded by Mr. Martin Weingast to accept the Rolling Thunder request. AYES by Acclamation: AYES: Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Lisa Torres, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith, Dr. Dorothy McMullen. NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

UNFINISHED BUSINESS: none

NEW BUSINESS: none

CLOSED SESSION/ OPEN SESSION:

It was motioned by Ms. Pearl Serratelli and seconded by Ms. Chynice Roman to go into closed session. AYES by Acclamation: Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Lisa Torres, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith Dr. Dorothy McMullen. NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

ADJOURNMENT: 7:15pm It was motioned by Mr. Eloy Delgado and seconded by Ms. Pearl Serratelli. AYES by Acclamation: AYES: Mr. Eloy Delgado, Mr. Martin Weingast, Ms. Lorraine Tidd, Ms. Lisa Torres, Ms. Chynice Roman, Ms. Pearl Serratelli, Ms. Earnestine Smith, Dr. Dorothy McMullen. NAYS: none. Absent: Ms. Julia Krisanits-Lehman.

Submitted by Helen Speros