

Board of Trustees Minutes – March 19, 2019

The regular monthly meeting of the Board of Trustees of the Free Public Library of Elizabeth, NJ, was held on March 19, 2019. President Eloy Delgado called the meeting to order at 5:30pm. A quorum was established by roll call.

ROLL CALL

Present: Bryant Cordova, Eloy Delgado, Ted Freedman (late), Aaron Goldblatt, Kenyetta Jackson, Kristin Kelly, Anne Russell, Pearl Serratelli. Absent: Earnestine Smith (excused).

Also present were Mary Faith Chmiel, Library Director; Assistant Director Andy Luck; and Sheriea Johnson, Office Clerk, taking minutes.

Ms. Chmiel, Library Director, announced that adequate notice for this meeting had been provided in the Star Ledger. An announcement was posted on the bulletin boards of the Main Library and its branches, as well.

No Visitors.

MINUTES

It was moved by Mr. Goldblatt, seconded by Ms. Russell, to approve the minutes from the February 19th Board of Trustees meeting. Vote: By Acclamation.

TREASURER'S REPORT:

- Ms. Chmiel noted that, nine months into the fiscal year, the Library finances are in good standing with 25% of the budget remaining. Some lines are over expended (i.e., building and maintenance), but others are under expended. We continue to work on HVAC issues.

It was moved by Ms. Russell, seconded by Ms. Serratelli to approve the March Treasurer's report. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions - none.

PRESENTATION OF BILLS:

- Ms. Chmiel said that bank signature changes haven't been completed; the bank requests that the paperwork be picked up in person.
- It was moved by Mrs. Jackson, seconded by Mr. Goldblatt to approve the March 15th Bill list. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions - none.

REPORTS OF STANDING COMMITTEES

REPORTS OF AD HOC COMMITTEES

DIRECTOR'S REPORT

Consult your packet for the complete report. Highlights include:

- The LaCorte Branch materials were moved to the Ceramics Room at Peterstown so the new floor tiles and carpeting could be installed. Telephone lines are working, books have been reshelfed, and computers and terminals are set up for reopening the Branch on Saturday, March 23, 2019 Maker's Day.
- The Elmora bathroom is coming along nicely. Motion activated lights for the Elmora parking lot are being researched by Edwin Lopez and Paulo Goulart. The alarm system detects internal motion activity only.
- The replacement of the fire panel at the Main Branch was completed; connections to the alarm company could not be completed on the same day. Bob Hydock performed the required overnight fire watch.
- The Library needs to consult with a carpenter to decide the best way to replace the accordion doors to the meeting room there. Jaeger Lumber will be contacted as per Ms. Serratelli recommendation. The last quote for replacing the doors was for \$18,000.
- CHUBB Risk Engineering Assessment will be completed this week. The sidewalk paving unevenness is pending, as it may be beyond the scope of the Library.

- The summer reading meeting was canceled by the Elizabeth Public Schools two hours before it was scheduled on March 1. The in-person meeting was subsequently changed to a phone meeting which proved difficult. Ms. Chmiel emailed the school district, asking for unofficial book lists in order to accommodate our community (the Library will need several copies of every title for each grade) and the Library is waiting for the School District's response. The Library has their own Summer Reading Program; the names of recognized summer readers are provided to building principals. "The Library can't accommodate the thousands of students from the entire district," Mr. Goldblatt added. The district serves about 22,000 students.
- It was moved by Mr. Goldblatt, seconded by Ms. Serratelli to approve the Director's Report. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions - none

COMMUNICATIONS:

- Answering Mrs. Jackson's question about the Snyder Foundation, Ms. Chmiel replied that the Foundation wants to support education. Claudia had provided a framework for grant support, including Summer Reading support.
- The Library Board had been asked to sign a statement of support delivered by the "The Moorish Americans" following the adjournment of last month's meeting. It was moved by Mr. Delgado, seconded by Ms. Russell to refer "The Moorish Americans" request to higher authority. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions – none
- Request by the City Clerk for the Library to serve as a Public Polling Place June 4th and November 5th, 2019.

UNFINISHED BUSINESS:

- City ID report: seems to be more solid, renewals and new IDs are consistent.
- The roof project at Main is in progress, two vendors have been in contact with Mr. Luck.

- Eport carpeting will take place as soon as LaCorte branch is open. The Library wants to avoid having two locations closed simultaneously.
- A Friends to the Library' meeting will take place March 20th, 2019; Ms. Chmiel invited Board to participate. Alan Coen has expressed a willingness to help establish the group.
- Obtaining new fencing gates at the Main Branch are on Maintenance Department's agenda.
- Ms. Chmiel reminded Board about New Jersey Library Trustee Association 2019 program for Library Trustees. June 15 at Piscataway Public Library Kennedy Branch 50 Hoes Lane Piscataway, NJ 08854. Elizabeth Public Library pays for registration and transportation costs.

NEW BUSINESS

- Financial disclosure statements for 2019 will be required by the Board members in April.
- A staff development day will take place on May 17th, 2019. The only expense will be food. The presenters will come from the NJ Cybersecurity Unit and LMxAC. Ms. Chmiel requested the Board approve closing for that day. It was moved by Ms. Serratelli, seconded by Mr. Delgado to approve closing the Library on May 17th, 2019, all day for Staff Development Day. Vote: By Acclamation. Abstentions - none
- The President's budget is again recommending the elimination of funding for libraries and museums; Ms. Chmiel requested Board members to contact Congressional members to advocate for support.

It was moved by Ms. Russell, seconded by Mrs. Jackson to move the meeting to closed session.

Vote: By Acclamation.

It was moved by Ms. Russell, seconded by Ms. Kelly to move the meeting out of closed session.

Vote: By Acclamation.

PERSONNEL

- It was moved by Ms. Serratelli, seconded by Mr. Freedman to approve Tracy Robinson's promotion to Librarian II at \$59,097 a year, plus Union increase. Vote: Ayes – Mr. Bryant

Cordova, Mr. Eloy Delgado, Mr. Ted Freedman, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions – none

- It was moved by Ms. Serratelli, seconded by Ms. Russell to Hire Brianna Gillen as Librarian I, Children’s Dept. at \$51,783a year, plus Union increase. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Ted Freedman, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions – none
- It was moved by Mr. Cordova, seconded by Mr. Freedman to approve Christian Medina to the title of Computer Assistant Technician with a salary increase to \$16.24 hourly, plus Union Increase. Vote: Ayes – Mr. Bryant Cordova, Mr. Eloy Delgado, Mr. Ted Freedman, Mr. Aaron Goldblatt, Mrs. Kenyetta Jackson, Ms. Kristin Kelly, Ms. Anne Russell, Ms. Pearl Serratelli. Abstentions – none

ADJOURNMENT

It was moved by Ms. Serratelli, seconded by Mrs. Jackson to adjourn. Vote: By Acclamation.

Meeting adjourned at 7:10pm

Submitted by Ana V. Monje-Medina.