

MINUTES OF THE BOARD OF TRUSTEES
CRESSKILL PUBLIC LIBRARY

TUESDAY, FEBRUARY 22, 2022

The meeting of the Board of Trustees was called to order at 7:00 PM by President Beryl Skog on February 22, 2022.

THOSE ATTENDING

Mrs. Beryl Skog, Mrs. Elizabeth Cleary, Mr. Andrew Bolson, Mr. John Orfini, Mrs. Kathy Savas and Mrs. Laura Chumas attended.

Mrs. Norma Shalhoub, Library bookkeeper, attended.

Mrs. Julie Kim (2) and Mrs. Bobbi Bauer (2) were absent.

MINUTES

The minutes of the meeting of January 18, 2022 were reviewed. A motion was made by Mrs. Cleary and seconded by Mr. Orfini to approve the minutes as corrected. The motion was unanimously approved.

REPORT OF AUDIT

Mrs. Chumas provided the Board with copies of the Report of Audit for the year ending December 31, 2020 prepared by Lerch, Vinci & Higgins. Mrs. Shalhoub is now depositing cash on a timely basis so no recommendations were made. A motion was made by Mr. Orfini and seconded by Mr. Bolson to accept the Report of Audit. The motion was unanimously approved.

TREASURER'S REPORT

The Board reviewed the Treasurer's Report for the month of February and the Expense Spreadsheet for January. The 31 bills for February totaling \$50,227.51 were reviewed.

A motion was made by Mrs. Cleary and seconded by Mr. Orfini to file the Treasurer's Report for audit, pay the bills on the bill list, and sign in blank two payroll checks, no. 2522 and 2523, for the periods ending February 22 and March 8, 2022. The motion was unanimously approved.

OLD BUSINESS

Construction Update

Mrs. Chumas reported that Lothrop Associates sent back a revised contract stating that if additional consultants were hired, such as for asbestos removal, Lothrop would add 15 percent to the consultant's charge. After much negotiation by Mrs. Chumas Lothrop agreed to add only 5 percent of a consultant's fee. They will send an amended contract for the Board's approval and signature. Lothrop Associates will revise their drawings to include the plans by Mrs. Chumas. She would love to have the HVAC system replaced by the summer but felt this might not be possible. Mr. Bolson thought we should get an estimate for the HVAC firm repairing the high school, and Mr. Orfini will get the Board that information.

Friends of the Library

A check has been sent by the Friends to purchase museum passes to the Museum of Natural History and Storm King Art Center.

DIRECTOR'S REPORT

Mrs. Chumas presented her Library Director's Report for the month of February to the Board. Some of the issues in her report were previously discussed during the meeting.

3D Printer

Mrs. Chumas reported that Ms. Rebecca Morel recently spent a lot of time setting up 3D projects for four students from Closter, and the projects used quite a bit of filament. Cresskill is the only local library that has a 3D printer. Cresskill Library charges \$.10 per gram of filament used plus a \$1 processing fee. Mrs. Chumas informed the Board what other towns were charging and increased charges were considered. Before a decision is made she will get the current price for filament.

Children and Adult Programs

Reports were prepared by Ms. Rebecca Morel, Youth Services Librarian, on Youth Services, Ms. Gina Scalise, Adult Services Librarian, on Adult Programs and Mrs. Kiwon Kim, Korean Librarian, on the Korean Book Club. Their full reports can be found in the Library Director's Report.

Additional Hours

Mrs. Chumas spoke to the staff about working on Sundays and only two of the staff would be interested; therefore, we would need to hire at least two more people for Sundays. Often these hires have library experience because they already work at other libraries and are looking for more hours. The Board agreed this pilot program should start the Sunday after Labor Day from 1:00 PM to 5:00 PM and end the last Sunday in June. Time and a half pay of \$22.50 per hour would cost the Library \$7,200 per year.

NEW BUSINESS

COVID Guidelines for Occupancy

After surveying other libraries along with Governor Murphy's new mask policy, Mrs. Chumas has decided to drop the mask mandate. Following the Borough policy, starting on March 7 she will put a sign on the door stating masks are recommended for unvaccinated people. She will put four chairs at each table and increase the Meeting Room occupancy to 15 people. She would also like to take down the plexiglass at the desk since it is hard to hear patrons but will check with other libraries first.

Genna Lucibello In Memoriam

The Board discussed making a \$100 donation to St. Therese Church in memory of life-long Cresskill resident, Genna Lucibello who had worked at the Bryan School library and whose parents are active in town. Since the Board is not allowed to take this money from their budget, Mrs. Skog or Mrs. Chumas will ask the Friends if they would be willing to make the donation.

Active Shooter Training

Mrs. Skog emailed Officer John Birnie reminding him about holding active shooter training for the Library staff. Deputy Chief Jim Domville had said that the training could be held at the Community Center. It was felt that the police should evaluate the Library premises before the training session.

School Updates

On behalf of Superintendent Michael Burke and the Cresskill school system, Mr. Orfini thanked the Board and the Library staff for allowing the High School Guidance Counselors to work in the Meeting Room since the flood. Mrs. Chumas added their last day was February 15, and the counselors provided a pizza lunch for the staff. The Cresskill High/Middle School will be holding classes four days a week at Chodae Community Church in Northvale. St. Therese School will be used for sporting events and school plays.

Mr. Orfini noted that the Advanced Art students would be hanging their artwork in the Library, and in addition, Ms. Caryn Gray, 4th grade art teacher at Merritt Memorial School, would like to use the Library to exhibit art projects on endangered species.

Board of Trustee Issues

Mrs. Skog advised the Board that membership in the New Jersey Library Trustee Association (NJLTA) comes with certain benefits so at the next meeting the Board will watch a ten-minute short, which should be free to view. Mrs. Chumas will set this up for the March meeting. Mrs. Chumas will try to locate a copy of the Cresskill Library Board of Trustees Bi-Laws for review. Mrs. Skog asked the Board and Recording Secretary to look over the setup of the agenda and minutes from the Lee Memorial Library.

The Board went into closed session for an update on the patron complaint.

NEXT MEETING

The next meeting of the Board of Trustees will be held at 7:00 P.M. on Monday, March 21, 2022.

The motion was made by Mr. Orfini and seconded by Mr. Bolson to adjourn the meeting at 8:15 PM. The motion was unanimously approved.

Respectfully submitted,

Barbara F. Schuierer
Recording Secretary