



**BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING**  
Conducted virtually via Zoom

**Minutes**  
**April 8, 2021**

**Present**

Thomas Neats, President  
Dr. Nelson Reynoso, Vice President  
Barbara Chittum, Recording Secretary  
Marcela Deauna, Treasurer  
Fanny Cruz-Betesh  
Laurie Phipps (joined at 8:52 pm)  
Sarah Shaffren  
Thomas Lodato, Council Liaison  
Allison Ballo, Director  
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:36 pm.

**Notification of Public Meeting**

President Neats read the report on public notification of this meeting.

**Minutes**

**Motion by Councilman Lodato to accept the March 11, 2021 meeting minutes.**  
**Dr. Reynoso seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum – Yes  
Ms. Cruz-Betesh – Abstain  
Ms. Deauna - Abstain  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps – Absent at time of vote  
Ms. Shaffren – Abstain  
Dr. Reynoso – Yes

**Because Ms. Cruz-Betesh, Ms. Deauna and Ms. Shaffren were not present at the March meeting, there was no quorum of the Trustees present. The March minutes will be formally approved at the May 13, 2021 meeting.**

**Bills**

**Motion by Ms. Chittum to approve the April 8, 2021 bill list.**  
**Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum – Yes



Ms. Cruz-Betesh – Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps – Absent at time of vote  
Ms. Shaffren – Absent at time of vote  
Dr. Reynoso – Yes

The motion carried.

### **Public Portion**

No public comments.

### **Correspondence**

President Neats read a letter from Dr. Reynoso, informing the Board of his decision to resign as Trustee effective April 30, 2021. The Board thanked Dr. Reynoso for his service and wished him well.

### **President's Report**

President Neats reported that he met with the Personnel and Negotiating committees. President Neats reminded the Trustees to file their financial disclosure forms for the State by April 30th.

### **Committee Reports**

#### **BCCLS and Friends**

No report

#### **Building & Grounds**

Ms. Ballo shared that the lighting project through the PSE&G Direct Install program has had several change orders due to an inaccurate preliminary site audit by PSE&G. The situation has been escalated and Ms. Ballo has informed them that if the HVAC audit was also done incorrectly, she will not sign off on those change orders.

#### **Finance Committee**

The financial summary was distributed and discussed.

#### **Personnel**

Ms. Ballo reported the Negotiations Committee would be meeting with CWA via Zoom next Monday, April 12<sup>th</sup>.

#### **Policy**

No report.

#### **Director's Report**

Ms. Ballo mentioned that our All Staff meeting is May 5th and has traditionally been the staff appreciation breakfast. Ms. Ballo reported that the Passport program launched and has been popular with the community so far. Ms. Ballo recommended that the Library reopen in May. Discussion followed. The Board determined reopening should be delayed to June so that all staff can be fully vaccinated and to allow time for numbers to decline within the town.

### **Trustee Education**

President Neats recommended Trustees attend the "Telling Your Library's Story" program hosted by BCCLS on April 22<sup>nd</sup> and May 6th.



### **Old Business**

No report.

### **New Business**

Ms. Ballo reported on the resolutions included in the Board packets. Resolution 2021-09 is to apply for the NJSL CARES Act mini-grant to be used to purchase digital literacy equipment. Resolution 2021-10 is to apply for the NJSL Construction Bond Act Grant program to be used for renovations for the Teen room. Discussion followed.

**Motion by Ms. Cruz-Betesh to approve Resolution 2021-09 to apply for CARES Act mini-grants for public libraries.**

**Dr. Reynoso seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum – Yes  
Ms. Cruz-Betesh – Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps – Absent at time of vote  
Ms. Shaffren – Yes  
Dr. Reynoso – Yes

The motion carried.

**Motion by Dr. Reynoso to approve Resolution 2021-10 to apply for funds from the New Jersey Library Construction Bond Act Grant Program.**

**Ms. Chittum seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum – Yes  
Ms. Cruz-Betesh – Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps – Absent at time of vote  
Ms. Shaffren – Yes  
Dr. Reynoso – Yes

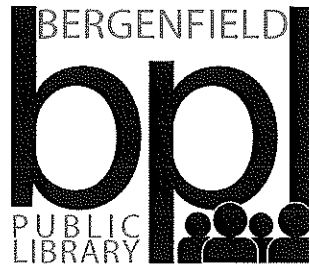
The motion carried.

Applications for the 2020 Lucille Tendler Community Service Award were discussed at length. The Board selected Anna Ramirez as the 2020 recipient of the award.

Ms. Shaffren suggested having a merchandise table at outdoor events. Ms. Shaffren also proposed sponsoring a poetry contest. Ms. Ballo will discuss the idea with Children's room staff for next school year.

### **Adjournment**

**Motion by Ms. Cruz-Betesh to adjourn the meeting.**



**Dr. Reynoso seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum – Yes  
Ms. Cruz-Betesh – Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Phipps – Yes  
Ms. Shaffren – Yes  
Dr. Reynoso – Yes

The motion carried.

Meeting adjourned at 9:35 pm.

Respectfully submitted,

*Barbara Chittum*

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary