



BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
September 14, 2023

Present

Thomas Neats, President
Laurie Phipps, Vice President
Marcela Deauna, Treasurer
Fanny Cruz-Betesh
Natalie Rivas
Christopher Langschultz, Alternate for Superintendent of Schools
Thomas Lodato, Council Liaison
Allison Ballo, Director
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:35 pm.

Notification of Public Meeting

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

Minutes

A motion was made by Ms. Phipps, seconded by Ms. Cruz-Betesh, to accept the June 8, 2023 minutes. All in favor. Motion carried.

Bills

A motion was made by Mr. Langschultz, seconded by Ms. Phipps, to approve the August bill list. All in favor. Motion carried.

A motion was made by Ms. Cruz-Betesh, seconded by Mr. Langschultz, to approve the September amended bill list. All in favor. Motion carried.

Public Portion

President Neats expressed condolences on behalf of the Board to Administrative Assistant Jennifer Murray on the passing of her Father, Tom Ahearn. President Neats then spoke about the recent passing of longtime Board Trustee, Barbara Chittum. A moment of silence in Ms. Chittum honor followed.

Presidents Neats discussed the need to elect a Trustee to fill the Secretary position on the Board until the end of year.

A motion was made by Ms. Deauna, seconded by Ms. Phipps, to nominate Ms. Cruz-Betesh as Secretary. All in favor. Motion carried.

President Neats honored Linda Mohr, longtime volunteer and past President of the Friends of the Library, who will be moving out of state next month. President Neats expressed his gratitude on behalf of the Board and shared many of Ms. Mohr's accomplishments over her long service to the Friends. Various members of the Friends were in attendance.



Correspondence

President Neats also shared a thank you card from Library Trustee Chris Langschultz and his wife, Lauren, for the new baby gift that was sent. President Neats shared a thank you card from Administrative Assistant Jennifer Murray thanking the Board for their donation to the Friends in memory of her Father.

A request was received from Girl Scout Troop #98304 of Teaneck to use the facilities for a meeting to be held one Sunday a month during the 20223/2024 school year.

A motion was made by Ms. Phipps, seconded by Ms. Cruz-Betesh, to approve Girl Scout Troop #98304's request. All in favor. Motion carried.

A recurring Room Rental Request was received from the LLD class at Lincoln Elementary School: monthly meetings on the second Thursday from 10:00-11:00 am. They expect to have 15 students (ages 6-13) and 4 adults for arts and crafts.

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Rivas, to approve the continued use of the Library's meeting room space by the LLD class from Lincoln School monthly on the second Thursday of the month. All in favor. Motion carried.

President's Report

President Neats reported on the concert at Bergenfield High School at which Mr. Naylis was presented with the Lucille Tendler Award. President Neats shared he has been in communication with Ms. Ballo over the summer regarding upcoming projects, staffing and current programming at the Library and met new employee Carmen Rodriguez. President Neats spoke about The Vietnam Traveling Memorial Wall which was at Bergenfield High School and shared that the Library was well represented with their Story Walk. Congratulations were shared with President Neats on the birth of his new granddaughter.

Committee Reports

BCCLS and Friends

Ms. Ballo shared with the Board that BCCLS will be hosting the annual Friends breakfast at the Fiesta on October 16th.

Building & Grounds

No report.

Finance Committee

The financial summary was distributed and discussed.

Personnel

Ms. Ballo shared that CWA has reached out in regards to contract negotiations as the current contract ends 12/31/23. Ms. Ballo requested to meet with the personnel committee regarding two different staffing situations. Ms. Ballo also reported that one of our new full time employees in the Children's Department has resigned. Fall programming in the Children's department will be seriously impacted due to staffing shortages. Ms. Ballo is in the process of filling the preexisting part time vacancy in that department. Ms. Ballo reminded the Board that due to budget shortfalls, the full time vacancy in the Reference department was not filled but it is her intention to restore that spot in the 2024 budget.

Policy

Ms. Ballo discussed revisions to the Meeting Room Policy. The discussion was tabled until new sub-committees are designated.



Director's Report

The Director's report was circulated by mail earlier this week. Ms. Ballo discussed the long term initiative for new security cameras and asked the Board to consider whether they would want the audio recording feature enabled. Discussion followed. The Board requested Ms. Ballo look into the legality of recording audio. Ms. Ballo reported that a passport photo taken by a staff member was rejected by the State Department and the patron is requesting a refund. Discussion followed.

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Phipps, to refund any patron if their passport photo taken by staff is rejected by the State Department. All in favor. Motion carried.

Trustee Education

Ms. Ballo shared a flyer regarding cyber security with the Board.

Old Business

No report

New Business

Ms. Ballo discussed a grant opportunity with the NJ State Library for capital funds related to building projects that benefit the community and how the pandemic impacted them. These are federal funds being disbursed by the state to select municipalities. Discussion followed.

A motion was made by Ms. Phipps, seconded by Ms. Deauna, to approve Resolution #2023-08 authorizing the Library to proceed in applying for the NJ State Library Digital Connect Grant. All in favor. Motion carried.

Adjournment

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Rivas, to adjourn the meeting. Meeting was adjourned at 9:01 pm. All in favor. Motion carried.

Respectfully submitted,

Fanny Cruz-Betesh

Jennifer Murray, Recorder for
Fanny Cruz-Betesh, Recording Secretary