

**MINUTES OF THE REGULAR MEETING OF THE  
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES  
Thursday, June 10, 2021 via ZOOM**

- 1. CALL TO ORDER:** The virtual meeting was called to order by President Cathy Osborn at 7:38 p.m. on the Zoom platform.

Board Members:

President: Cathy Osborn	present
Vice-President: Matt Jacobs	present
Treasurer: Dan Lesso	present
Secretary: Kathleen Walter	absent
Mayor's Alternate: Amy Martin	present
Superintendent's Alternate: Lisa Tomaselli	absent
Trustee: Rachel Feinmark	present
Trustee: Christa Folco	present
Trustee: Jeff Schlecht	present

Ex-Officio Members:

Library Director: Ellen O'Keefe	present
Friends of the Library Co-President: Joyce Stein	present
Friends of the Library: Georgene Betterbed	absent

Other:

Recording Secretary: Catherine Dodwell	present
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- 2. ADEQUATE NOTICE OF THE MEETING:** Cathy Osborn announced that all requirements of the Open Public Meetings Act have been fulfilled: the date, time, and access to this meeting have been advertised in the official newspapers; posted on the Library and Borough websites; and posted at the main entrance of the Library. The link for public access to the virtual format has been provided along with instructions for public participation.

- 3. MINUTES:** Jeff Schlecht moved to accept the minutes of the May 13, 2021 Regular Meeting as distributed. Second: Christa Folco. Motion carried.

Matt Jacobs moved to accept the minutes of the May 28, 2021 Emergency Meeting as distributed. Second: Jeff Schlecht. Motion carried.

**4. WELCOME TO VISITORS WITH INSTRUCTIONS ON WHEN TO ADDRESS THE BOARD:** Cathy Osborn announced that public participation and remarks are allowed and provided guidance for comment.

**5. PUBLIC COMMENTS:** none

**6. CORRESPONDENCE:** none

**7. DIRECTOR'S REPORT:**

- Ellen O'Keefe attended the BCCLS System Council Meeting that morning and reported that to meet an objective of the BCCLS Strategic Plan, the MOST task force was created to evaluate the issue of optional and required services for all BCCLS members. Subscriptions to the digital products has become a hot button issue because the high prices from the vendors and the confusion created by the constantly changing landscape of who owns whom is a stressor to limited budgets. The motion to develop a rubric that details what would be optional and what is mandated was narrowly defeated by the System Council members. Ellen reported that a streaming service, Kanopy, was recently purchased by Overdrive and the New York Library Association is part of an advocacy effort to obtain fairer pricing of e-content from the publishers. The State of Maryland recently passed legislation in support of fair pricing; a similar bill was introduced in New York State.
- Ellen reported that the BCCLS audit suggested the establishment of a more robust capital fund of \$500,000 to meet the projected needs over the next six years including larger warehouse space, van replacement, and other overhead expenses. To meet this goal, the Council approved an assessment of \$50 from each library during the first year and \$1200 from each member over the next ten years.
- As an update to her written report which was distributed in the board packet, Ellen reported that the hiring of additional staff is proceeding and one more library assistant is still needed to resume Wednesday night service; the contract for tree and shrub maintenance has resulted with a more welcoming outdoor space and two additional patio umbrellas have been ordered to join the existing two that are shading the patio area. These have received high praise from the public and provided an opportunity for a recent in-person story time which elevated everyone's spirits.
- Ellen thanked Rachel Feinmark and Jeff Schlecht for the completion of the Library Construction Bond Grant application and she reported that she received confirmation of its receipt on June 4. No date has been announced for the winners to be notified.

## **8. TREASURER'S REPORT/MAY BILLS TO BE PAID:**

Dan Lesso reported that signatures from Kathleen Walter and Matt Jacobs are still needed at the Glen Rock Savings Bank, Columbia and Connect One.

Christa Folco moved to accept the Treasurer's Report as distributed. Second: Matt Jacobs. Motion carried.

Rachel Feinmark moved to pay the June Bills as presented. Second: Jeff Schlecht. Motion carried. Ellen O'Keefe explained the charge for the window cleaning.

## **9. REPORT FROM THE FRIENDS OF THE LIBRARY:**

- Joyce Stein reported that this year's Readathon was a huge success with more than 400 participants and a record total of \$14,547.42 raised. Students logged 514 days of reading and participation among the schools was 49.6% at Byrd; 47.9% at Coleman; 19.3% at Hamilton; and 14.6% at Central. There were 53 Gold Level Readers and along with their sponsors, readers will receive their awards at a special ceremony on June 15 at 4:30 pm at Borough Hall.
- Blue Foundry Bank has scheduled their Grand Opening on June 24 and will present a donation of \$5000 to the Friends of the Library. They have requested that the Friends partner with them as a community sponsor and a plaque recognizing the contribution will be acquired.

## **10. FOR INFORMATION:**

Ellen O'Keefe reported that the DPW had set up two tents in the parking lot for the program scheduled for Saturday, June 12 from 3-5 pm: "*Ensuring a Fair and Just Community: A Guided Conversation.*" To date, 23 people have registered. Rachel Feinmark will be one of the moderators and will co-host with Ellen. Joyce Stein and Tony Ciaramella from the Friends of the Library will assist with logistics that day. Ellen will formally thank the DPW for their assistance.

The Borough is requiring that masks be worn in all public buildings and the Library will continue to require mask wearing for inside visits.

## **11. FOR DISCUSSION:**

- a. Temperature Checks For Employees: initially, Ellen O'Keefe planned to propose discontinuing the daily COVID screenings, however after

receiving feedback from other directors that employers are required to continue the self-certification of staff until the health emergency is lifted, she will continue to document compliance.

- b. Meeting Rooms: Ellen O’Keefe would like to make more public seating available thereby making the two meeting/quiet study rooms available once the furniture is moved out of storage and onto the floor. To accommodate social distancing guidelines, capacity will be limited to two unrelated persons per room. It was agreed that older pieces of furniture which are no longer serving the current needs will be donated and it was suggested that Bergen Volunteers be contacted for pick-up. The water fountains will remain turned off as another spike is anticipated this fall. The Board’s sentiment is that the staff’s comfort level should drive the level to which services are restored.
  
- c. In-Person Meetings: Amy Martin reported the Mayor and Council are encouraging committees and commissions to resume in-person meetings and she relayed Mayor Morieko’s inquiry about the Library’s plans. Ellen O’Keefe indicated that it will be necessary to resume public meetings at some point and offered the hybrid model that the Wyckoff Library is currently following: in-person meetings with simultaneous Zoom conferencing. Cathy Osborn summarized the discussion as being a mixed response to resuming in-person meetings at this time and suggested that the hybrid model be pursued with the topic re-evaluated in two months. All acknowledged that Governor Murphy’s lifting of the pandemic rules will change the practice.
  
- d. Computer Use: currently 7 public computers are available and Ellen reported that traffic has been light. The Children’s Librarian wishes to continue having the computers unavailable in her room for a while longer. Keeping track of used stations for cleaning is too difficult with the heavy volume of children in the summer.

**12. FOR ACTION:** none

**13. COMMITTEE REPORTS:**

**a. Finance:** Dan Lesso reported that signatures for various accounts are still needed at specific banks and requested that this be completed ASAP.

**b. Personnel:** In Kathleen Walter’s absence, Cathy Osborn moved to adjourn to Closed Session at 8:26 pm. Second: Dan Lesso. Motion carried.

Christa Folco moved to reopen the meeting to the public at 8:34 pm. Second: Amy Martin. Motion carried.

Jeff Schlecht moved to eliminate two part-time positions that are not needed. Second: Dan Lesso. Motion carried.

**c. Buildings and Grounds:** Jeff Schlecht reported that the removal of the nonfunctioning A/C units was included in the grant and will be resolved at a later time. A discussion of mobile tables will be introduced at the July meeting.

**d. Planning:** Christa Folco had no additional report.

**e. Technology:** Matt Jacobs had no additional report.

**f. Ad Hoc:** Christa Folco presented an update to the work on the Strategic Plan and shared that the vision is a more general statement and the mission is how the library achieves the vision. Christa moved to approve the vision and mission statements as attached. Second: Matt Jacobs. Motion carried.

Christa reported that 200 responses to the community survey have been received to date. An all-borough eblast will go out next Friday with the final reminder of the July 1 closing date for submitting feedback. The results are awaiting collation and the comments will be helpful in developing the next phase of the long-range plan.

**14. OLD BUSINESS:**

Cathy Osborn shared another reminder about the program scheduled for Saturday and the need for bank signatures.

**15. NEW BUSINESS:** none

**16. ADJOURNMENT:** Christa Folco moved to adjourn the meeting at 8:51 p.m. Second: Matt Jacobs. Motion carried. The next meeting is scheduled for Thursday, July 8 at 7:30 p.m.

Respectfully submitted,

Catherine M. Dodwell  
Recording Secretary