



BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING
Conducted virtually via Zoom

Minutes
May 14, 2020

Present

Thomas Neats, President
Barbara Chittum, Recording Secretary (joined at 8:12)
Fanny Cruz-Betesh
Marcela Deauna
Laurie Phipps
Dr. Nelson Reynoso
Sarah Shaffren
Mayor Arvin Amatorio
Allison Moonitz, 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. Shaffren to accept the March 12, 2020 minutes. All in favor with the exception of Dr. Reynoso who abstained because he was not present at that meeting. Motion carried.

Bills

A motion was made by Dr. Reynoso, seconded by Ms. Phipps, to approve the April 16, 2020 bill list. All in favor. Motion carried.

A motion was made by Ms. Cruz-Betesh, seconded by Dr. Reynoso, to approve the May 14, 2020 bill list. Ms. Moonitz clarified that a new line item related to COVID19 expenses was created and included in this bill list. All in favor. Motion carried.

Public Portion

Library staff member Don Hansen asked about the outlook for the Library's reopening. Mr. Neats advised that would be discussed towards the end of the meeting.

Mr. Neats asked Ms. Moonitz to discuss the senior wellness checks. Feedback for the service has been very positive and patrons are appreciative of the staff efforts. Mayor Amatorio thanked the Library staff and Ms. Moonitz for their contributions to the community, especially during this time.



Correspondence

No report.

President's Report

President Neats reported that in anticipation of the Board possibly talking about staff furloughs or layoffs, all of the library staff received RICE notices.

President Neats reported that he and Ms. Shaffren, attended a BCCLS webinar concerning employment law. President Neats recommended the board attend the next one if possible as it was very informative.

Committee Reports

BCCLS and Friends

Ms. Moonitz advised that the Friends are on hiatus due to the shutdown.

BCCLS has created a task force to assist with reopening planning but no information has been shared as of yet. Ms. Moonitz announced that a BCCLS Scholarship was awarded to Adult Services Associate, Kristie Murru. President Neats asked that Ms. Moonitz extend congratulations to Ms. Murru on behalf of the Board.

Building & Grounds

Ms. Moonitz informed the Board that all the documentation has been sent to the Boroughs grant writer for the YA Room expansion project. The deadline for applications is June 5th. The expectation is that the grant will be submitted to the state within a week to 10 days.

Finance Committee

The financial summary was distributed and discussed

Personnel

No report.

Policy

No report.

Director's Report

The Director's report was circulated by mail earlier this week.

Trustee Education

President Neats reminded the Board about the next BCCLS webinar on May 27th. President Neats also provided a recap of the webinar that he and Ms. Shaffren attended earlier this month covering the timeline regarding potential furloughs for civil service libraries.

Old Business

At the March 12th library board meeting the Trustees selected Robert Armbruster to receive the 2019 Lucille Tendler Community Service award. Due to public health concerns, various options for the presentation of the award to the recipient were discussed. Ms. Moonitz will contact the Armbruster family to get his thoughts on the presentation of the award.



New Business

Ms. Moonitz discussed her phased plan to reopen the Library, a draft of which would be forwarded to the Board, the Borough and the Office of Emergency Management for feedback. The Board discussed curbside delivery, borrow by mail as well as safety protocols that Ms. Moonitz had drafted for the staff. The financial impact of Covid19 building modifications as well as testing of staff were discussed. Mayor Amatorio said he would discuss the opening of the library on his weekly call with the Governor's office and would present Ms. Moonitz' reopening plan as a potential model. It was recommended to Ms. Moonitz for staff to be tested prior to returning to the building while also making accommodations to any staff with preexisting conditions.

Ms. Moonitz also reported that the Library will be working with the school district to support their summer reading program.

A motion was made by Ms. Phipps, seconded by Mayor Amatorio, to approve Ms. Moonitz continuing to work on the outline for reopening of the Bergenfield Public Library. All in favor. Motion carried.

The Library Board of Trustees made the decision to continue social distancing practices and make the June 11, 2020 meeting virtual via Zoom.

Adjournment

A motion was made by Dr. Reynoso, seconded by Ms. Cruz-Betesh, to adjourn the meeting. Meeting was adjourned at 9:00 pm.

Respectfully submitted,

Barbara Chittum

Jennifer Murray, Recorder for
Barbara Chittum, Recording Secretary