



## **BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING**

**Minutes  
March 10, 2022**

### **Present**

Thomas Neats, President  
Barbara Chittum, Recording Secretary  
Marcela Deauna, Treasurer  
Laurie Phipps, Vice President  
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 7:36 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 Mr. Langschultz, to accept the February 10, 2022 meeting minutes. All in favor. Motion carried.**

### **Bills**

**A motion was made by Ms. Chittum, seconded by Mr. Langschultz, to approve the March 10, 2022 bill list. All in favor. Motion carried.**

### **Public Portion**

No report

### **Correspondence**

President Neats read a thank you card from staff member Jo Anne Novack for the flowers sent after the passing of her Mother. President Neats also read a thank you email from Trustee Sorah Shaffren for the flowers sent after the birth of her daughter.

### **Room Requests:**

- The Stigma Free committee requested use of the Friends room on the first Thursday evening of every month.  
**A motion was made by Ms. Phipps, seconded by Ms. Deauna, to approve Stigma Free committee's request to meet the first Thursday evening of each month. All in favor. Motion carried.**
- A request was received from Therapy Arcade to book the conference room every Wednesday, all day. Discussion followed.



**A motion was made by Ms. Phipps, seconded by Mr. Langschultz, to deny the request on the grounds that it was not in compliance with the current room rental policy. All in favor. Motion carried.**

### **President's Report**

President Neats discussed Read Across America Day and reported that he has had discussions with Ms. Ballo regarding the carpeting project, personnel issues and the new lockers.

### **Committee Reports**

#### **BCCLS and Friends**

Ms. Ballo reported that the order has been placed with the vendor for the new AV system going into the Friends room and that registration is live for spring town-wide garage sale.

#### **Building & Grounds**

Ms. Ballo discussed the quote for the service contract renewal for Assa Abloy to maintain the exterior door mechanism. The contract renewal is for the same as last year \$2,961.21.

**A motion was made by Ms. Rivas, seconded by Ms. Deauna, to approve the Assa Abloy 1-year contract renewal for door maintenance. All in favor. Motion carried.**

#### **Finance Committee**

The financial summary was distributed and discussed

#### **Personnel**

No report.

#### **Policy**

The Notary policy was circulated via mail and discussed. The Board requested Ms. Ballo research other Library's notary policies and tabled the discussion until next month.

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

Ms. Ballo advised that she anticipates having the carpet vendor attend the April meeting to answer any questions the Board may have. Ms. Ballo planned to show the proposed carpet tile samples to the Board at the end of this meeting. Ms. Ballo discussed the current optional mask policy and recommended that it should be all or nothing as requiring masks just for programming was not working. Discussion followed.

**A motion was made by Ms. Chittum, seconded by Ms. Phipps, to go mask optional within the library and for programs, 5 in favor, 1 opposed, Motion carried.**

#### **Trustee Education**

Ms. Phipps shared information from the Thriving Friends Group virtual program presented by BCCLS that she, Ms. Cruz-Betesh and Ms. Ballo all attended.

#### **Old Business**

No report.



**New Business**

Applications for the 2021 Lucille Tendler Community Service Award were discussed. The Board chose Mrs. Eva Gallione as the 2021 recipient of the Lucille Tendler Community Service Award.

**Adjournment**

A motion was made by Ms. Phipps, seconded by Ms. Deauna, to adjourn the meeting. All in favor. The motion carried.

Meeting adjourned at 8:54 pm.

Respectfully submitted,

*Barbara Chittum*

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary