



BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
December 15, 2022

Present

Thomas Neats, President
Laurie Phipps, Vice President
Barbara Chittum, Recording Secretary
Marcela Deauna, Treasurer
Fanny Cruz-Betesh
Sarah Shaffren
Allison Ballo, Director
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:33 pm.

Notification of Public Meeting

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

Minutes

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Phipps to accept the November 11, 2022 meeting minutes. All in favor, except for Ms. Deauna who abstained as she was not in attendance. Motion carried.

Bills

A motion was made by Ms. Phipps, seconded by Ms. Chittum, to approve the December amended bill list. All in favor. Motion carried.

Public Portion

Ms. Melanie McDonald, a member of the community and former executive director of a library consortium, introduced herself to the Board.

Mr. Dave Hanson, Executive Director of BCCLS, was in attendance at the Boards request to answer questions regarding fine free libraries. Discussion followed.

Correspondence

President Neats shared ad journal from the Bergenfield Spanish American Culture Association's recent gala. The Library Board privately contributed funds for this fund raiser.

For the Love of Words, a non-profit writers group that has been meeting at the Library since 2006, again requested use of meeting space on the 2nd and 4th Monday evenings.

A motion was made by Ms. Phipps, seconded by Ms. Chittum, to approve the room request by "For the Love of Words". All in favor. Motion carried.

Ms. Phipps shared a letter she and Ms. Shaffren wrote to the Jewish Link thanking Grand & Essex for their generous donation to our ribbon cutting event on December 5th for the updated Children's Room.



President's Report

President Neats thanked the Library staff who participated in Holiday on the Pond and shared he received positive feedback on the books the Library distributed. President Neats shared that he was especially grateful to see so many new employees participating in town events. President Neats discussed the ribbon cutting event and shared the proclamations presented to the Library by the Senate and General Assembly of New Jersey. President Neats reported several Board members attended and enjoyed the Borough's annual Volunteer Dinner.

Committee Reports

BCCLS and Friends

No report from BCCLS.

Ms. Ballo shared artist renderings of furniture for the children's room that the Friends will be fundraising to purchase.

Building & Grounds

No report.

Finance Committee

The financial summary was distributed and discussed.

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Shaffren, to approve payment to Commercial Interiors Direct, Inc. in the amount of \$210,734.54 for the carpeting and tiling project. All in favor. Motion carried.

Personnel

The personnel committee met several times to discuss ongoing correspondence with CWA.

Policy

No report.

Director's Report

The Director's report was circulated by mail earlier this week. Ms. Ballo reminded the Board about the Staff Development event on December 22nd.

Trustee Education

No report.

Old Business

No report.

New Business

The 2023 proposed Operating budget was distributed by mail and discussed. This proposed budget reflects a 6.9% increase in overall expenses which takes into account minimum wage and contractually negotiated raises as well as the almost 20% increase in medical insurance premiums. Increased revenue is anticipated from the Library's additional passport photography service. In spite of this added source of income, the 2023 appropriation request to the Borough ensures that current staffing levels, hours of operation, programming and services are kept at the same rates as in previous years.



A motion was made by Ms. Phipps, seconded by Ms. Cruz-Betesh recommending Ms. Ballo submit the proposed 2023 Operating Budget to the Borough. All in favor. Motion carried.

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Deauna, to move to closed session to discuss CWA correspondence. All in favor. Motion carried.

The Board returned to open session at 9:26 pm.

Adjournment

A motion was made by Ms. Cruz-Betesh, seconded by Ms. Deauna, to adjourn the meeting. Meeting was adjourned at 9:27 pm.

Respectfully submitted,

Barbara Chittum

Jennifer Murray, Recorder for
Barbara Chittum, Recording Secretary