



**BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING**  
Conducted virtually via Zoom

**Minutes**  
**January 12, 2023**

**Present**

Thomas Neats, President  
Barbara Chittum, Recording Secretary  
Fanny Cruz-Betesh  
Marcela Deauna, Treasurer  
Natalie Rivas  
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.

**Oath of Office**

President Neats administered the Oath of Office to Ms. Barbara Chittum who was reappointed as Trustee of the Bergenfield Public Library.

**Reorganization - Election of 2023 Officers:**

**Motion by President Neats nominating Ms. Laurie Phipps to continue as Vice President, Ms. Marcela Deauna as Treasure and Ms. Barbara Chittum as Recording Secretary for 2023.**  
**Ms. Cruz-Betesh seconded the motion.**

**Motion by Ms. Cruz-Betesh nominating Mr. Thomas Neats to continue as President for 2023**  
**Ms. Chittum seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

**Minutes**

**Motion by Ms. Deauna to accept the December 15, 2022 meeting minutes.**  
**Ms. Cruz-Betesh seconded the motion.**



On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Abstain  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

### **Bills**

**Motion by Ms. Chittum to approve the December 31, 2022 bill list.**

**Ms. Cruz-Betesh seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

### **Public Portion**

No public comments.

### **Correspondence**

Room Request:

- Lenore Stamm, SLP, is requesting use of the conference room every Tuesday from February through July 17<sup>th</sup> for 1 hour to provide early language intervention services to a preschool-aged child. Discussion followed.

**Motion by Ms. Rivas to approve the room requests of Lenore Stamm, SLP.**

**Ms. Deauna seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

### **President's Report**

President Neats reported that he and several other Board members attended the staff development session at the Library in December where he shared the Board's appreciation for their efforts over the past year.



## **Committee Reports**

### **BCCLS and Friends**

No report from BCCLS.

The Friends have kicked off their fundraising initiative for the train for the Children's room. The town has approved the Friends to coordinate the annual town-wide garage sale as fundraisers in the spring and fall.

### **Building & Grounds**

No report.

### **Finance Committee**

The financial summary was distributed and discussed.

### **Personnel**

No report.

### **Policy**

No report.

### **Director's Report**

Ms. Ballo recommended the Board formally accept the 2021 Audit report from Garbarini & Co. P.C. Discussion followed.

### **Motion by Ms. Chittum to accept the financial statements and audit of the Bergenfield Public Library by Garbarini & Co. P.C.**

#### **Ms. Rivas seconded the motion**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes

Ms. Cruz-Betesh - Yes

Ms. Deauna - Yes

Councilman Lodato - Yes

Mr. Neats - Yes

Ms. Rivas - Yes

The motion carried.

Ms. Ballo proposed digital board packets for the Board's consideration. Discussion followed. Board members were amenable to the idea of opting in or out of receiving paper packets. Discussion tabled for a future meeting when additional Board members would be present. Ms. Ballo shared that the Library received a \$2,000 donation from Mr. Thomas Sileo in memory of his wife who recently passed away. Ms. Ballo also advised the Board of her anticipated prolonged absence in July.

### **Trustee Education**

No report.



### **Old Business**

No report.

### **New Business**

In accordance with New Jersey Public Contracts Law, the following resolutions were presented:

- Resolution 2023-01 – Award of Contracts to Purchase Periodicals
- Resolution 2023-02 – Award of Contracts to Purchase Books and Publications
- Resolution 2023-03 – Award of Contracts to Purchase Audiovisual Items
- Resolution 2023-04 – Resolution for Library Depository
- Resolution 2023-05 – Authorization of Purchasing Agent to Award Contracts
- Resolution 2023-06 – Authorization to make payment of bills in the event there is no Board Meeting for reasons such as recess or lack of quorum
- Resolution 2023-07 – Resolution to enter into Cooperative Pricing Agreement
- Resolution 2023—08 – Resolution to Reserve and Transfer funds to the Capital Expense Account

**Motion by Ms. Chittum to approve Resolution #2023-01, Resolution #2023-02, Resolution #2023-03, Resolution #2023-05 and Resolution #2023-7.**

**Ms. Deauna seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

**Motion by Ms. Cruz-Betesh to approve Resolution #2023-04 authorizing NVE Bank as the designated depository for the Library.**

**Ms. Chittum seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

**Motion by Ms. Cruz-Betesh to approve Resolution #2023-06 for payment of bills in the event there is no Board meeting.**

**Ms. Rivas seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes



Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

**Motion by Ms. Deauna recommending President Neats sign the Certificate of Compliance which certifies that the Bergenfield Library is in compliance with BCCLS membership requirements. Ms. Rivas seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

The motion carried.

The February meeting was discussed and it was decided that it would be best to hold it via Zoom.

### **Adjournment**

**Motion by Ms. Cruz-Betesh to adjourn the meeting.  
Councilman Lodato seconded the motion.**

On a roll call, the vote was recorded as follows:

Ms. Chittum - Yes  
Ms. Cruz-Betesh - Yes  
Ms. Deauna - Yes  
Councilman Lodato - Yes  
Mr. Neats - Yes  
Ms. Rivas - Yes

Meeting adjourned at 8:32 pm.

Respectfully submitted,

*Barbara Chittum*

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary