



BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
June 20, 2024

Present

Thomas Neats, President
Marcela Deauna, Treasurer
Fanny Cruz-Betesh
Jamie Orlando
Christopher Langschultz, Alternate for Superintendent of Schools
Allison Ballo, Director
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:37 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. Deauna, to accept the May 9, 2024 meeting minutes. All in favor. Motion carried.

Bills

A motion was made by Mr. Orlando, seconded by Mr. Langschultz, to approve the June 20, 2024 bill list. All in favor. Motion carried.

Public Portion

No public comments.

Correspondence

President Neats read a thank you note from Calvary Lutheran Church.

SACC (School Aged Child Care) Summer Camp in Bergenfield requested use of the Friends room on Fridays during July and August during camp to show a movie. Discussion followed.

A motion was made by Ms. Deauna, seconded by Ms. Cruz-Betesh, to approve the room request for SACC. All in favor. Motion carried

President's Report

President Neats shared that the Library was well represented at both Family Fun Day and the Memorial Day parade. President Neats reported that the Negotiation team met with CWA. President Neats shared that former Firefighter Robert Kirsch passed away.



Committee Reports

BCCLS and Friends

The Friends will be having a tote bag sale that can be filled with books from the book sale area. The goal is to clear out that area for the future renovation project. There will also be a disposable bag sale at the Dumont Shop & Shop where they will donate a portion of the proceeds to the Friends.

Building & Grounds

No report

Finance Committee

The financial summary was distributed and discussed. Ms. Ballo shared the first distribution of the grant funds should be on July 12th.

A motion was made by Mr. Langschultz, seconded by Ms. Cruz-Betesh, to liquidate the CD held at Columbia Bank on its maturity date and transfer the funds to Library's Special Gifts and Endowments account at NVE Bank. All in favor. Motion carried.

Personnel

No report.

Policy

Ms. Ballo intends to reach out to the Policy committee over the summer regarding small changes to the Library Card policy.

Director's Report

Ms. Ballo reported that the Library will be transitioning to QuickBooks online this summer so future financial reports may look a little different. The timeframe for this conversion will be through July and August. Ms. Ballo discussed the use of signature stamps for bills for payment. Discussion followed. Ms. Ballo informed the Board that our Auditor recommended considering the New Jersey Cash Management Fund as an additional depository due to the high interest rate it offers. Discussion followed. Ms. Ballo will obtain more information to share with the Board.

Trustee Education

Ms. Ballo shared that in response to book ban challenges, many libraries in NJ, either on their own or in partnership with their municipalities, are becoming book sanctuaries. It is ceremonial event requiring the Board to pass a resolution protecting the freedom of choice of reading materials, not allowing an individual to impose their personal opinions on a public collection. Discussion followed. At the Board's request, Ms. Ballo will obtain more information and reach out to Borough to discuss.

Old Business

None

New Business

President Neats introduced Resolution # 2024-13 appointing Arcari and Iovino Architects for the Architectural Services for the Bergenfield Library for the duration of the Capital Project Fund grant period.



A motion was made by Ms. Deauna, seconded by Mr. Langschultz, to approve Resolution #2024-13 Authorizing the appointment of architectural services for the Library's Capital Projects Fund Grant. All in favor. Motion carried.

President Neats introduced Resolution #2024-14 which on the advice of our Auditor establishes policies and procedures for our Procurement Card.

A motion was made by Ms. Cruz-Betesh, seconded by Mr. Orlando, to approve Resolution #2024-14 Establishing Procurement Card policies and procedures. All in favor. Motion carried.

A motion was made by Mrs. Cruz-Betesh, seconded by Mr. Langschultz, to approve the 2024 – 2026 Memorandum of Understanding for the Non-Supervisory members of the Communications Workers of America, AFL-CIO Local 1031 who represent the bargaining employees of the Bergenfield Library. This Memorandum of Understanding shows a 2.25 % salary increase for 2024, 2.00% increase for 2025 and 2.00% increase for 2026 as well as clarification of certain language in the existing contract. The motion also includes salary increases for the Library Director and Administrative Assistant in line with the 2024 – 2026 Memorandum of Understanding for the Non-Supervisory members of the Communications Workers of America, AFL-CIO Local 1031. All in favor. Motion carried.

A motion was made by Ms. Deauna, seconded by Mr. Orlando, to go to closed session to discuss personnel matters. All in favor. Motion carried.

The Board went to closed session at 8:41pm.

The Board returned to open session at 8:51pm.

A motion was made by Ms. Deauna, seconded by Mr. Orlando, to approve the Library Directors recommendation for a salary adjustment and title change for Devon Allan effective July 1, 2024. All in favor. Motion carried.

Adjournment

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

Meeting adjourned at 8:55 pm.

Respectfully submitted,

Sorah Shaffren

Jennifer Murray, Recorder for
Sorah Shaffren, Recording Secretary