

Roselle Park Veterans Memorial Library
404 Chestnut Street
Roselle Park NJ 07204
2-15-2023

MINUTES

Meeting: Library Board of Trustees

Place: Roselle Park Veterans Memorial Library

Time: 7:00 pm

MINUTES

1. Call to order – at 7:04, Mrs. Carlstrom calls all members to order
2. Announcement of compliance with the Open Public Meetings law – announced by Mrs. Carlstrom
3. Roll call
 - President Sue Carlstrom - present
 - Director Alex D'Yan - present
 - Tara Lechner - present
 - Dexter DelaCruz - Absent
 - Jeff Regan - present
 - Daniel LaPorte - present
 - Angie Perez - present
 - Nora Posadas - absent
 - Council Liaison Rosanna Lyons - present
4. Flag salute
5. Approval of the minutes: January 18, 2023
 - Opened for questions
 - Jeff motions with Angie 2nd for approval
6. Financial Report/ Action on bills:
 - Questions and discussion of financial report
 - Bruce Ricatelli is performing for library in Feb.
 - Brooke motions, Jeff 2nds for approval
7. Program or Guest Speaker
8. Correspondence:
 - Letter from Kit Rubino announcing retirement on March 1, 2023
 - Letter about a donated scarves donated to Morristown Medical Center by knitting club, letter was read aloud.
9. President's Report:
 - Nothing to report, thanks to Kit for support to board for time at library.
 - Several members speak about memories of Kit in the library over the years
10. Children's Department Report:
 - Report provided, some additional highlights below:
 - Seeing good attendance, events are booking up fast. Painting was popular. Others who weren't able to join due popularity
 - Literacy carnival soon, two local authors to come to read, several readings with games, possible cotton candy
 - Barbie's birthday, possibly pink convertible from community member
 - Visited all 3 schools this month, visited 11 classes in total
 - Seen good growth in pajama storytime
11. Director's Report:
 - Report includes in packet, highlights include:
 - Consortium and Union County Libraries, no meetings yet
 - Finishing NJ state annual report
 - Attending 2 day training for library directors, this morning and next Wed. – virtual
 - Programs discussed – jazz night, salsa class (2 events)
 - Winter Bingo – adults only – due end of March

- International Lego Day – Lego event at library, good attendance
- Tax forms – library won't be receiving any forms from the state, will print out first form for free instead for patrons.
- Computer classes
- Spanish classes are now being switched to appointments instead of set night
- Public computer – identifying solutions to allow for extended time in the system so patrons aren't cut off from items they are working on.
- Building cleaning and maintenance – borough previously paid for cleaning, now library has to pay from own budget. Reviewed several quotes, all do basics, three days of cleaning, mopping, dusting, garbage, recycling, bathrooms, windows as needed, shampoo carpet as needed. – see Director report
 - Discussed pros and cons of various vendors
- Question from member – Are there patrons who come in looking for work
 - Some visitors who use computers to apply for jobs
 - Angie will share listings with Alex to see if it is of benefit to patrons

12. Report of Superintendent of Schools:

- Glad to have Ms. Faith back visiting the schools
- She is coming into preschool, kindergarten, presence is very welcome at schools
- Read across America starts March 2nd
 - Special readers
 - Night events
 - Scholastic Book Fair
- 3 elementary schools having assembly with yo-yos
 - Talk about putting good effort in school
 - Perseverance
 - Pre-K to 5
 - Free but ask schools to sell their yo-yos
- SEL day in March (Social Emotional Learning)
- Sherman had senior citizens visit, hosted for breakfast – great to see kids have conversations with seniors.
- Aldene also does something at Christmas for seniors
- Clark Library did children's bingo on Zoom. A lot of fun and children participating, children that won and got prize at library, idea for the library to consider.

13. Report of the Liaison for Mayor and Council:

- Enjoyed visiting the senior citizen event at Sherman School.
- Commend all library staff and how much the team does at the library for the community
- Offer of support to the library as liaison

14. Reports of Special Committees:

- **Building and Grounds:** Daniel, Jeff
- **Finance:** Dexter, Rosanna
- **Personnel:** Sue, Brooke, Angie
- **Programming:** Tara, Nora

15. Public Portion:

16. Old Business:

17. New Business:

- Quotes from cleaning companies
 - Discussed during Director's Report
- Resolution No. 02-03 Kit Rubino's retirement
 - Review of PTO to be paid out
 - Sue makes motion, Angie 2nds
 - All vote Aye, resolution passes
- Committee assignments – no set meetings but can set up independently

Motion to adjourn Jeff and Angie 2nd at 7:50PM

Next meeting date is: March **15, 2023**

Thank you!