

Roselle Park Veterans Memorial Library

Minutes

Date: October 18, 2023

Meeting: Library Board of Trustees

Place: Roselle Park Veterans Memorial Library

Time: 7:00 pm

1. Call to order @ 7:03 - President Carlstrom

2. Announcement of compliance with the Open Public Meetings law

3. Roll call

President Sue Carlstrom - present

Director Alex D'Yan - present

Tara Lechner - present

Dexter Delacruz - present

Jeff Regan - absent

Daniel LaPorte - present

Angie Perez - present

Nora Posadas - present

Council Liaison Rosanna Lyons - present

Brooke Paskewich - present

4. Flag salute

5. Approval of the minutes: September 2023

Motion approved by Brooke, 2nd by Angie Perez

6. Financial Report/ Action on bills for September 2023

Discussed financial report-Delacruz provided a synopsis of budget and insight on possible fluctuations in budget if full time members changed to family insurance. No concerns about overspending.

Dexter makes motion, Daniel 2nds - motion passes

7. Program or Guest Speaker

None

8. Correspondence::

Read by Sue; Appreciation from Catholic Charities Newark Sharon Tobin

9. President's Report:

Sue discusses bustling library happening and Programs

Continued increase in numbers with attendance at events

10. Children's Department Report:

Read by Alex- Report provided for discussion.

Attendance at storytimes and programs are good

Discussed different events and the possibility of developing STEAM activity for children

11. Director's Report:

Report provided for review

Discussion of future programming.

- Selection of books will grow in the coming months

- Book Craft Club continues to be successful and a waiting list has been created and will be adding another day during the week to meet the needs of the community.

- A/C is fixed!

- Planning on having a new librarian Lisa) do a video to introduce herself.

- New librarian begins work 10/21/2023

- Nonfiction selection is going to be updated.

Mary Hart will begin teaching ESL classes (Tuesday afternoons)

12. Report of Superintendent of Schools:

Read by Tara

- Pre-k students will be visiting the libraries and receiving library cards

- Our district is providing parent workshops 4 x a year

- Brought High School yearbook to keep at Library

- A beautiful tomorrow - will join the district to help our students.

- Short discussion about the yearbook and memories

- Elementary schools will continue to have visit from Faith children's librarian

Pre-school: thanks to library for helping families with registration for pre-school

13. Report of the Liaison for Mayor and Council: Rosanna

- Kudos to the book club she was able to join this past Monday

- Attested to fun of event and a full house

14. Reports of Special Committees:

none

15. Public Portion:

none

16. Old Business:

No old business discussed

17. New Business:

Holiday Schedules for staff.

Dexter asked " what does the holiday schedule look like for full time staff?" Alex explained. Motion Introduced Sue Carlstrom and 2 nd by Tara Lechner

Passed

Meeting adjourned at 7:36 PM by Dexter and 2 nd by Brooke

Next meeting date is: November 15, 2023

*If you cannot make the meeting, please contact the library or Board President prior to the meeting.

Thank you!

"Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve, and contribute to improving our quality of life."

Sidney Sheldon

Meeting: Library Board Trustees Library Trustee Meeting

Place: Roselle Park Veterans Memorial Library

Time: 7:00

Minutes

1-Call to order @ 7:01 Mrs. Carlstrom begins roll call

2-Announcement of Compliance

3-Roll Call

* President Sue Carlstrom -present

* Director Alex D'Yan - present

* Tara Lechner- present

* Jeff Regan- absent

* Dexter DelaCruz- present

* Angie Perez- present

*Daniel Laporte- absent

4-Flag Salute

5- Approval of minutes.

*Motion approved by Brooke 2nd by Nora

6- Financial Report

*Discussed financial report

*Budget action on bills- S.C motions A.P seconds- passed

7-Program/Guest Speaker (none)

8-Correspondence

*Thank you cards from Mothers and families to Knitting club,
Thank you from Amanda's Mom, Rafael House in Elizabeth NJ and MOthers Space
in Ramsey, NJ

9-Presidents Report

*President S.C discussed students on the front lawn and all trustees shared experiences. Collaborated on future suggestions

*Reached out to Ryan, Police will help monitor, and schools will continue to remind students of expectations while in public spaces.

10-Children's Department Report (Mrs. Faith present)

*Discussed happenings on calendar

*Explained summer activities/ collecting donations for prizes

*Provided Principals with calendar and summer events. (T.Lechner suggested the email blast to get the information out to more community members)

11- Director's Report

* Discussed low numbers on Native American song event (\$500 event cost)

*Expressed difficulty this event (all trustees strategize for future event)

*We will revisit scheduling for different time/ considering dates of town festival

*Director further discussed a conference attended in AC where they spoke about banned books (library recd. not to engage with patrons wishing to ban a book/he will turnkey the information learned at conference with staff)

*Faith is now certified to assist in mental health youth and adults.

*Nora suggests an electronic sign in front of the library for communication of events.

12-Report of Superintendent of School(by T.L)

*Administrative meeting yielded some good results and they will be revamping summer reading and return to literacy basics by providing students with one book to read for summer (will share titles with Faith)

*Grant for High school

*Discussed summer programs offered in town ESL & ESY summer programs (Held at Aldene school)

*T.L informs of new app Blooms- to be used in 2023-2024 school year/ possibility of library use as well to reach as many community members for activities.

13-Report of the Liason for Mayor and Council

*R. G discussed happenings in town

*She discussed ice cream vouchers given to library for students

*Will share more information about Open Mike at the Gazebo July 12th
poetry and comedy.

*Mayor and council are thankful to the library team and all the wonderful
happenings

14-Report of Special Committees

15- Public Portion (none)

16-Old Business

17- New business

*reviewed contact for signatures on bills (4 ppl are approved)

*Resolution 0601 No meetings for July and August

Sue motioned- Seconded by Brooke resolution passes June 14th, 2023

Motion to Adjourn by Sue and 2nd by Angie meeting ended at 7:53 pm

Quote

"The only thing that you absolutely have to know is the location of the library." -
Albert Einstein.

Have a Relaxing and wonderful Summer Everyone!

Next Meeting-September 20, 2023

Roselle Park Veterans Memorial Library
404 Chestnut Street
Roselle Park NJ 07204
4/19/2023

Meeting: Library Board Trustees Library Trustee Meeting

Place: Roselle Park Veterans Memorial Library

Time: 7:00

Minutes

1-Call to order @ 7:02 Mrs. Carlstrom begins roll call

2-Announcement of Compliance

3-Roll Call

* President Sue Carlstrom -present

* Director Alex D'Yan - present

* Tara Lechner- present

* Jeff Regan- present

* Dexter DelaCruz- present

* Angie Perez- present

*Daniel Laporte- absent

4-Flag Salute

5- Approval of February minutes. (Note- canceled March meeting)

J.R suggested correction/banking to feb date(leap year)

Motion approved by J.R 2nd by B.P

6- Financial Report

*Discussed financial report

*A.D clarifies star ledger pymt

*D.D Informed us about overall spending and explains that employment and books are our larger numbers something that is anticipated

D.D Motioned 2nd by S.C

7-Program/Guest Speaker (none)

8-Correspondence from Principal Scully/ Aldene (read by S.C)

9-Presidents Report

*President S.C discusses her visits

*Library is a safe space, nice environment for adults and children

10-Children's Department Report

*Hands on cooking is popular

*Lego Club and Barbie event were wonderful

11- Director's Report

- * Alex introduced J.H- she talked with Trustees
- *Expressed difficulty with contacting DPW (R will follow up with mayor)
- *Informed us of Podcast (Maria and Alex)
- *Habla conmigo is working (carried out via appt)
- *Easter event was fun and yielded high numbers (date changed to sun. due to weather)
- *A.D spoke about new idea to collaborate with local business and use the podcast/videos to highlight and provide information for the community.

12-Report of Superintendent of School(by T.L)

- *Glad to have Faith visit schools and we would like to plan future visits to the library as the weather warms up
- *Summer reading
- *collaborate with director of curriculum and library for summer learning (Mrs, FAith and Mr. Salvo to connect)
- *T.L requests electronic copy of MOnthly happening to share with other administrator and add to Newsletters
- *discussed upcoming High School assembly
- *Summer program ESY Program and ESL programs

13-Report of the Liason for Mayor and Council

- *R. G discussed happenings in town
- *enjoyed reading at Sherman
- *saw the sale book sale (led by H.S students)
- *volunteered to help and dress up for events 😊

14-Report of Special Committees

- *SC discussed Director evaluation process and completion

15- Public Portion (none)

16-Old Business

17- New business

- *Plan to revisit bylaws and policies for trustees and commitment
- *Sue and Rosanna will reach out to Mayor
- *Question about Saturday openings for Summer(tabled will revisit)

Motion to Adjourn by Tara and 2nd by Jeff meeting ended at 7:53 pm

Quote

"A library is like a bat cave: it's a safe fortress in a chaotic world, a source of knowledge and a lair of a superhero."

Tom Angleberger

Next Meeting- May 17, 2023

Roselle Park Veterans Memorial Library
404 Chestnut Street
Roselle Park NJ 07204
1-18-2023

MINUTES

1. **Call to order**
At 7:04 p.m. Mrs. Carlstrom calls all members. (introductions- Rosanna and Daniel welcome to the team)
2. **Roll Call**
Mrs. Carlstrom calls the meeting to order and initiates a roll call. (N.Posado Abs.)

President Sue Carlstrom	Director Alex D'Yan
Tara Lechner	Jeff
Dexter DelaCruz	Angie Perez
3. **Flag Salute**
Every member recited the pledge
4. **Reorganization**
Mayor Appoints new members -sworn in Welcome Rosanna and Daniel!
Tara Lechner nominates Sue Carlstrom President 2nd by Brooke roll call- approved
Sue nominates Brooke for Vice President 2nd by Dexter roll call- approved
Jeff nominates Angie and Daniel for co-secretary 2nd by Brooke
Brooke nominated Dexter for Treasurer 2nd by Jeff- approved
5. **Approval of the minutes of November 16, 2022**
Motion to approve Angie 2nd by Brooke - Approved
6. **Financial Report Action on Bills**
Dexter answered questions from the panel re- finance report
Alex will be working on the new budget and the purchase of books
Motion by Sue Carlstrom and 2nd by Dexter.
7. **President's Report**
Commendations on new programs. Members commented on numbers for activities and are happy to see them continue to rise.
8. **Director's Report**
Informed us of the comparison between LUCC & LMXAC
Discussed 10 programs on site Google for Beginners yields a nice number of attendees.
ESL is still going well, but we may need to search for another Teacher, Daniel D'Arpa will be moving on. Maria's back. Staff is happy.
DPW is aware of leak on roof near back (currently using buckets to keep drip controlled)
9. **Children's Department Report**
All trustees agreed on happenings. Discussed the school- public library connection.
Visits to the schools (sherman in particular/ due to far walking distance)

10. **Report of Superintendent of schools**

Mrs. Tara shares information about the Pre-k program/ lottery 3/1/23

Planning to partner with private pre-k program

7 Pre-k classes in town (opening 3 new classes)

After School programs have started

11. **Report of the Liaison for Mayor and Council**

Rosanna introduced herself and shared excitement to be a library trustee.

Would like to connect the library with several projects she is a part of (e.g Arts Committee)

*Requested a list of events and dates to ensure advertising

12. **Public Portion**

none

13. **Old Business**

none

14. **New Business**

Resolution 01-23 motion int and 2nd by Brooke - roll call -resolution passed

Resolution 02-23 motion Sue 2nd by Angie - roll call - resolution passed

19. **Next meeting Date**

February 15, 2023

21. **Adjournment**

7:55 pm motion Jeff and 2nd by Tara - meeting adjourned

"If you have a Garden and Library, you have everything you need"

Marcus Tullius Cicero

Roselle Park Veterans Memorial Library

404 Chestnut Street

Roselle Park NJ 07204

MINUTES

1. **Call to order**
At 7:06 p.m. Mrs. Carlstrom calls all members.
2. **Announcement of compliance with the Open Public Meetings Law.**
none
3. **Roll Call**
Mrs. Carlstrom call everyone before seeing the minutes to welcome Alex as the Library Director.
4. **Flag Salute**
Every member recited the pledge.
5. **Approval of the minutes of April 20th, 2022**
Approved by Jeff and Brooke
6. **Financial Report Action on Bills**
Mr. Dexter reported expenses for the following period 03/17/22-04/19/22 with a total of \$44,551.54. Dexter also mentioned that due to payroll expenses for 2 months we will have around 37T expenses just on payroll, employees salaries will be the largest component of the expenses. It was approved by Dexter and Brooke.
7. **Correspondence**
No correspondence
8. **Programor Guest Speaker**
None
9. **President's Report**
Mrs. Carlstrom, welcome Mr. Alex D'yan to his new position,
10. **Children's Department Report**
Check all the activities that are happening during the month, which will be extended until May 30th.

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11. **Director's Report**
Easter was an excellent event, we have a beautiful canvas, thank you to Everyone that participated and made it a great success. The website has great pictures. Alex mentioned that Social Worker will be leaving this coming Friday. He mentioned that the library will be having a new program for the fall semester. He is motivated to work with the staff, he loves working with us.

12. **Report of Superintendent of schools**

Mrs. Tara thanks Alex for being part of our lovely library, she connects with him very well, as well as with everybody else wishes all the best! Spring break is over, and now we need to focus on testing. Our district testing NJ standards will be tough for the kids, and for that reason, they will not get any homework. We are also planning on summer programs, we will provide laptops to all our ESL students to make things easier for the kids. We will be working along with the library as well. Alex had mentioned a program from Plainfield Library that they utilize for their ESL fall programs and will provide a certificate at the end of the programs. Can be implemented with High School programs 15 years old and over. Roselle Stone Programs live, and laptops with internet service!

13. **Report of the Liaison for Mayor and Council**

Had the pleasure to spend time with our Seniors at brunch, they enjoyed it and had a wonderful time at the Casano Center.

14. **Reports of Officers and Standing Committees**

No report

15. **Reports of Special Committees.**

The library has been accepting library cards from other towns, which certainly means that more people are visiting our library. Starting September all checks {bookkeeper} need to be certified. Maria is a notary, she can be reached at the library.

16. **Public Portion**

none

17. **Old Business**

none

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18. **New Business**

As of 03/28/22, Kit Rubino will be the new manager of the library with a new salary of 69T as of 06/12/22 board of trust #06922 on 04/20/22 Sue Carlstrom introduced it and it was supported by Jodi Bellomo. Maria and Faith will be getting an increase in their salary according to the resolution Maria will get an increase from \$15.92 to \$18.00 per hour Faith will get an increase from \$15.92 to \$19.00 per hour. Jody mentioned That we

have to be very careful how we give raises so, later on, we don't have to go over the limits. Alex created accounts for both of them [Maria and Faith], so that they can get more involved.

19. **Close Session**

Faith Odat will be our New Supervisor for children's services with an increase in salary to \$19.00 per hour. Maria Cunha will be our new assistant supervisor for our children's services with an increase in salary to \$18.00 per hour, introduced by Sue and it was approved by everyone.

20 **Next meeting Date**

May 16th, 2022 {meeting was canceled}
New meeting Date July 20,2022

21 **Adjournment**

Jeff and Tara

****Besides enjoying a glass of wine, let's enjoy seeing the plants blooming, the sound of the rain, and why not let's enjoy LIFE with its own beauty! Happy summer!***

*If you can not make the meeting, please send an email or contact the Library Director prior to the meeting. Thank you.

Library Trustee Meeting Minutes- 11/16/2022 7pm

Call to order

Roll Call-

- 1- President Sue Carlstrom
- 2- Director Alex D'Yan
- 3-Tara Lechner
- 4- Rob Rubella
- 5-Dexter DelaCruz
- 6-Angie Perez

Financial Report- Action on bills

Health insurance amount explained check 15691 (divided by 12 months in a year)

Reminder re: heat bills increase in winter months

November Financial

Approved by Dexter

Second by Rob Rubella

Children's Report

All trustees agreed mentioned hearing great things about current events (discussed snake event)

928 visitors - discussed increase in numbers

Discussed after school behavior management (new protocol and possible changes for future to help with behavior management). Staff are now sitting in an area with students to monitor students.

*Students have been asked to leave due to behavior

Trustees provided additional suggestions and discussed current guidelines

*younger than 9 yrs old need to be accompanied by an adult.

*post behavior conduct so that patrons remember expectations

*sign in sheet to assist with behaviors-begin after Holiday

*sign of conduct copy- signature from patrons

Tara Lechner- School Report

Lechner/Faith Collaboration: Pre-k committee/ Parent Workshops

*Attached Roselle Park High School Boots Stays Home/ Football game/ synopsis

*The Hlghschool would like the library to share information about Black History Month happenings so that they can also share with highschool students body.

*The elementary schools are enjoying their visits to the library and are so grateful for the fun activities and the collaboration.

Tara will encourage all schools to reiterate library conduct.

Salary 2023 Discussed

Bookkeeping

Discussed salary increases

Resolution 17-22 Clerical Union Pay raise- 2% Adopted 11/16/2022

Introduced by President Colstrom

Second by Tara Lechner

Rob

Dexter

Angie

Resolution passes

Future Changes- Mr. Rubella /stepping down/Last meeting

Reminder for next meeting Dec. 21st

Motion to Adjourn:

Rob initiated

Tara seconds

Motion to close meeting approved meeting adjourned at 7:54 pm

