

Roseland Free Public Library
Board of Trustees Meeting
February 4, 2019

Call to Order: 7:29 PM

Attendance:

- Present: Brian Donohue, Saumita Lepre, Judy Nelson, Jen Overton, Christopher Bardi, Jeannie Perrotti, Aristotle Popolizio, Dawn Afanador, and Deborah Sessa
- Absent: Brian Flynn, Areti Khitiri

Approval of Minutes:

- Judy Nelson made a motion to approve the January Board Meeting Minutes, Saumita Lepre seconded the motion, and they were unanimously approved.

Public Comment:

- None

Correspondence:

- None

Treasurer's Report:

- Judy Nelson presented the Treasurer's Report.
- Discussion took place regarding the Quiet Room construction.
- Judy Nelson made a motion to approve the February Bill List, Aristotle Popolizio seconded the motion, and the February Bill List was unanimously approved.

Librarian's Report:

- Jen Overton presented the Librarian's Report.
- The State Aid Report is being completed and will be ready for the March deadline.
- Jen reported that there has been an increase in many aspects of the library, for example the door count is up 5%, wireless internet use has doubled, Adult Programs have increased.
- Jen was commended for all her efforts that have resulted in a transformation in the library with increased attendance and programming.
- Upcoming Children's programs include a music class in February and gaming design class in March.
- Robotics classes and gaming for the Teens program is popular.
- A Tea Blending Class is scheduled to take place on February 22 for the Adults Program.

- A St. Patrick's Day community party is being planned.
- Fingerprinting of new hires over the age of 18 years old was discussed. It was decided that fingerprinting will be necessary.

Council Liaison's Report:

- Christopher Bardi reported that at the Borough Finance Meeting, it was decided that the Borough would repair/replace the front walkway. In addition, the Borough will also replace the HVAC system.
- The Borough will be re-doing the TV station.

Committee Reports:

- The Finance Committee reported the library received notification of state funding figure which will be in the amount of \$598,000.

Old Business:

- None to report

New Business:

- The revised Capital Plan was presented.
- Approval of the budget and the 5-year Capital Improvement Plan was tabled until the March 4, 2019 meeting. This will give the members the opportunity to review both documents more closely and ask any questions they may have.
- An architect will be coming in to look at the indoor patio area and provide a plan for the changes to be made. The architect will also provide a plan and estimated cost for the renovation of the outdoor patio to an enclosed patio. This will allow Jen to apply for grant money to cover some of the cost of the construction.
- Construction on the Quiet Room will take place in approximately 2-3 weeks and will take about 3 weeks to complete. The work will take place during daytime library hours and there will be minimal disruption to the library schedule and its patrons.
- The recent changes in the minimum wage and its impact on the library's was discussed. It will be necessary to adjust the budget accordingly in the coming years as the plan is implemented gradually.
- In April there will a Multi-cultural community event. Laura Seiner is coordinating the event and collaborating with Lester C. Noecker School. There will be booths and stations with entertainment and food.
- The Roseland Library Board of Trustees welcomed its newest member, Dawn Afanador.

Brian Donohue made a motion to adjourn the meeting at 8:21 PM, Aristotle Popolozio seconded the motion, and it was unanimously approved.

Next meeting date: Monday, March 4, 2019 at 7:15 PM.

Respectfully submitted,
Deborah Sessa