

Board of Trustees Meeting

January 10, 2022

Call to Order: 7:17 PM

Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that the date and location were included in the annual meeting schedule, sent to official newspapers, and posted on the public bulletin board.

Attendance:

Present: Brian Donohue, Saumita Lepre, Allison Jablonski, Aristotle Popolizio, Jen Overton, Christopher Bardi, and Deborah Sessa

Absent: Judy Nelson, Emily Podolak, and William Tedesco,

Approval of Minutes:

- Allison Jablonski made a motion to approve the December Board Meeting minutes, Saumita Lepre seconded the motion, and the minutes were unanimously approved.

Public Comment:

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Council Liaison's Report:

- The Roseland Borough Meeting will take place on January 22, 2022.

Correspondence:

None

Committee Reports:

None to report

Treasurer's Report:

- The Treasurer's Report was reviewed by the members of the board of trustees.
- Saumita Lepre made a motion to approve the January Bill List with \$28,095.43 from the Operating Account in December, and \$2,049.79 from the payroll account. Allison Jablonski seconded the motion, and the January Bill List was unanimously approved.

Librarian's Report:

- Jen Overton presented the Librarian's Report.
- Renovations to the Teen/Tech Space are complete. It will be dedicated to the late Cheryl Martorelli. The dedication and ribbon cutting will take place on February 26, at 11:00 AM.
- Jen continues to monitor the Caldwell Library situation. She will meet with the director to plan the next steps.
- Allison Jablonski provided an update regarding the library fundraiser which will take place on Friday, May 20 for adults only and on Saturday, May 21 for families. Babysitting will be available for Friday evening. License requests will be necessary for alcohol and a 50/50 raffle. Mayor Spango is supportive and has graciously offered for the borough to cover the cost of the event, thereby allowing all proceeds to be profit for the library.
- The Friends Group approved paying for mobile hotspots and 1 museum pass. Terry Gamba continues to work with the group.

Old Business:

- None to report

New Business:

- Jen Overton reported that work on the Annual Budget continues. It will be ready for presentation at the next meeting.
- Saumita Lepre made a motion to approve the election of 2022 officers, Aristotle Popolozio seconded the motion and the election of officers was approved as follows:

President: Brian Donohue

Vice President: Saumita Lepre

Treasurer: Judy Nelson

Secretary: Deborah Sessa

- **Resolution #2022-01: Retain Legal Services**—Brian Donohue made a motion to approve to retain Eric Steinberg for legal services at the rate of \$110.00 per hour, Saumita Lepre seconded the motion, and it was unanimously approved.
- **Resolution #2022-02: Recurring Bills**—Saumita Lepre made a motion to approve to pay the following recurring bills received so as not to accrue late fees: Action Data Services not to exceed \$400.00 per month, American Document Services not to exceed \$250.00 per month, Leaf not to exceed \$335.00 per month, MetLife Group Benefits not to exceed \$60.00 per month, Clean Mat Services not to exceed \$1,600.00 per month, PSE&G not to exceed \$1,600 per month, Anago Cleaning Systems not to exceed \$845.00 per month, and Comcast not to exceed \$550.00 per month. Allison Jablonski seconded the motion, and it was unanimously approved.
- **Resolution #2022-03—Pay Bills via email Approval**—Allison Jablonski made a motion to approve to pay bills when the Board of Trustees is not in session so that payment is sent out in a timely manner. The Board of Trustees will vote via email when a meeting is not scheduled or a quorum is not met. Saumita Lepre seconded the motion, and it was unanimously approved.

- **Resolution #2022-04–Line Item Transfers**–Saumita Lepre made a motion to approve the Line Item Transfers to balance the 2021 Budget, Allison Jablonski seconded the motion, and it was unanimously approved.
- **Resolution #2022-05–Teen/Tech**–Aristotle Popolozio made a motion to approve the dedicated newly renovated Teen/Tech space in memory of late staff member Cheryl Martorelli, Saumita Lepre seconded the motion, and it was unanimously approved.

Saumita Lepre made a motion to adjourn the meeting at 7:45 PM, Aristotle Popolozio seconded the motion, and it was unanimously approved.

Next meeting date: Monday, February 7, 2022, at 7:15 PM

Respectfully submitted,

Deborah Sessa