

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, March 24, 2022

The regular meeting of the Cranford Public Library Board of Trustees was called to order by Board President, Pat Pavlak, at 7:02 PM via Zoom

Present:

Trustees: Pat Pavlak, Arline McCloskey, Mai Reitmeyer, Matthew Jackson, Susan Burke, Beth Rees, Kate Rappa

Staff: Michael Maziekien, Judy Klimowicz

Absent: Wayne Hayes (excused), Commissioner Mary O’Connor (excused)

Guest: Eileen Palmer

Members of the Public: None

Open Public Meeting Announcement:

President Pat Pavlak opened the meeting with:

“Pursuant to the Open Public Meetings Act, notice of the meeting has been given at least 48 hours in advance to the Suburban News, the Union County Local Source, the Westfield Leader, posted on the Cranford Public Library Website, posted on the front door of the Cranford Public Library and filed with the Township of Cranford Clerk. The public may participate in this meeting only during the public portion, which takes place near the beginning of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the chair, you will unmute your microphone/video. Members of the public who are attending the meeting via phone call must hit *9 on their phone keypad to raise their hand to be recognized. Upon recognition by the Chair, they can unmute/mute their audio on their phone keypad. Individuals addressing the board must give their name and address in an audible tone and will have five (5) minutes to make their statement.”

Zoom Link:

us02web.zoom.us/j/88375846385?pwd=NnN5bUw4K3JaZmJmWlhGSHRqRExGUT09

Minutes of the Previous Meeting:

Kate made a motion to accept the February minutes, seconded by Susa. Members of the Board that were present at the February meeting all voted by roll call “Yes” to accept the minutes. (Matt abstained)

Guest Speaker: Eileen Palmer. Executive Director at LMxAC, spoke to the Board regarding the benefits of joining the Libraries of Middlesex Automation Consortium, reiterating what has already been reported to the Board by Michael. Pat noted that our library would still retain autonomy despite the shared services. Michael noted that benefits he experienced of belonging to the group during his tenure in Kenilworth.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

None

PRESIDENT'S REPORT

During the month of April the financial disclosure form is due to the Township

Commented [KM1]:

DIRECTOR'S REPORT:

The Library will be phasing out paper bags used in contactless checkout and will go back to keeping reserved materials behind circulation desk May 1.

The Library statistics report has been submitted to the state. Michael will be streamlining the number of statistics reported to the Board each month.

NJ Maker Day to be celebrated this weekend, and events have been planned and publicized.

ASSISTANT DIRECTOR REPORT:

Outdoor Storytime will begin soon.

TREASURER'S REPORT:

Kate reviewed the bills and all is well. Matt made a motion to pay the bills, Mai seconded. A roll call vote was held and all present voted "yes" to pay the bills.

COMMITTEE REPORTS:

Finance:

The Library has received a bill for back insurance payments for a library employee who retired in 2012. The Board wishes to meet with Township officials to clarify an accounting of the Library's yearly payment of \$30,000 made to the Township before paying this surcharge.

Building & Grounds:

Alarms have been replaced

Personnel:

Judy Neff is retiring. She has been Head of Circulation for 38 years, working a total of 41 years at the Library.

Grants & Gifts:

The following additional donations were made to the library this month in memory of Helen Chodosh:

Susan Sitler \$18.00

Kenneth Cohen \$50.00

Chodosh Law Office Staff \$65.00

Howell C. and Mary Pat C. Dilks \$100.00

Nancy and Kevin Rhein \$100.00

Lee A. Hatch \$50.00

Shelley and David Burton \$25.00

June Hunte \$50.00

Jona Koplow \$54.00

Judith Baker \$100.00

Mr. Lawrence and Mrs. Diann Gordon / Columbus Jewish Foundation \$36.00

Total \$713.00

We received additional donations totaling \$1311 in memory of Helen Chodosh from the following:

Jack Gold & Jeff Griss

Tom & Carol Sextro

Charles & Karen Grosso

Richard McCready

Leslie & Lex Nerenberg

Diana Mitchell

Sanford & Roz Meisel

Linda Kao \$30.00 in memory of Judy Stirling

Wednesday Morning Club \$35.00 in memory of Mary Chavern

Judy Klimowicz reported that the childrens' department received a very generous gift. Fran Sullivan donated \$1000 to purchase easy reading books in memory of

her sister Nathalie Sullivan Monahan, a long time Cranford educator who passed away last year. A thank you letter has been sent and they are compiling a list of the books purchased to send her once the money is expended. Plaques will be placed in the front of each book noting the donation.

Liaison to the Friends of the Library:

There will be an April Book Sale, preregistration required. Currently 75% of the membership has been renewed. Currently 2 scholarship applications have been received.

Policy:

No report

Public Relations:

Notices of events are being sent to usual sources.

Strategic Plan:

The committee has met, and plans to submit for a vote in April.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A Shared Services Resolution and commitment to becoming a member of LMxAC, was proposed. After discussion a motion to move was read by Susan, seconded by Kate. A roll call vote was held, and the resolution was passed.

A Capital Reserve Resolution was proposed to put reserved funds toward a capital improvement project, specifically the children's room expansion and other capital improvements. Mai made a motion to move the resolution and seconded by Beth. A roll call vote was held and the resolution was adopted.

OLD BUSINESS:

None

ADJOURNMENT:

The Board will meet in person at the next regularly scheduled meeting.

Matt made a motion to adjourn. The motion was seconded by Kate, all Board members present voted in favor. The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Arline McCloskey

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Secretary