

CRANFORD PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING – Thursday, June 24, 2021

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, Beth Rees, Mai Reitmeyer, Wayne Hayes, Kate Rappa

Staff: Michael Maziekien, Judy Klimowicz

Absent: Matthew Jackson, Mayor Kathleen Miller Prunty, Susan Burke

Members of the Public: none

Open Public Meeting Announcement:

President Pat Pavlak, stated that the requirements of the New Jersey Open Public Meeting Law had been satisfied by the notification of the *SUBURBAN NEWS*, *THE UNION COUNTY LOCAL SOURCE*, the *WESTFIELD LEADER*, and the office of the Township Clerk of the date, time and place of the meeting and by posting the same information and the Zoom link on the front door of the Cranford Public Library and on the Library website.

Webinar link:

<https://us02web.zoom.us/j/88375846385?pwd=NnN5bUw4K3JaZmJmWlhGSHRqRExGUT09>

Passcode: 224226

Or One tap mobile :

US: +13126266799,,88375846385#,,,,*224226# or
+16468769923,,88375846385#,,,,*224226#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 or +1 669 900 6833 or +1
253 215 8782 or +1 346 248 7799 or +1 408 638 0968

Webinar ID: 883 7584 6385

Passcode: 224226

International numbers available: <https://us02web.zoom.us/j/88375846385?pwd=NnN5bUw4K3JaZmJmWlhGSHRqRExGUT09>

Minutes of the Previous Meeting:

Wayne made a motion to accept the May minutes, seconded by Mai. Members of the Board that were present at the May meeting all voted yes by roll call vote to accept the minutes.

Beth made a motion to accept the Emergency meeting (June 3, 2021) minutes,

seconded by Wayne. Members of the Board that were present at the Emergency meeting on June 3, 2021 all voted yes by roll call vote to accept the minutes.

PUBLIC COMMENTS:

None

COMMUNICATIONS:

Michael received an inquiry from a patron about the delay in reopening the children's room and second floor, and the mask wearing policy by children within the library. Michael shared the latest CDC/state guidance with the patron that has determined the library's decisions.

PRESIDENT'S REPORT

Pat congratulated Kate on her recent win in the local primary election

DIRECTOR'S REPORT:

Circulation and database usage is steady.

The Library is offering a new database:

Weiss Ratings (Financial strength ratings for banks, insurance, and credit unions. Investment ratings for stocks, mutual funds, and exchange-traded funds.

Customized Medigap buyer's guide, consumer guides, and financial basics series.)

There was an incident involving social distancing, and the staff handled it appropriately.

Michael proposed:

- Eliminate 3-day quarantine of returned materials
- In July restore opening hour to 10am
- Grab & Go will continue through 2021
- Door to the Community Center to be opened to the public
- Library card applications will be online, parental approval still required for children applying online
- Clear basement area for staff usage. The Board gave Michael approval to utilize a Municipal Auction to dispose of unwanted furniture
- Book donations will be accepted on Tuesdays and Thursdays
- The Children's Carnival will be held in August

ASSISTANT DIRECTOR REPORT:

Covered in Director's report

TREASURER'S REPORT:

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

COMMITTEE REPORTS:

Audit:

No report

Finance:

No report

Building & Grounds:

Pleased to have the building open to the public

Personnel:

Interviews are ongoing for the Head of Reference position

An offer of employment was given to a prospective employee for the Front Desk position

Part time Children's Department assistant position is still available

Grants & Gifts:

Michael submitted the Construction Bond grant

Liaison to the Friends of the Library:

The recent June Book Sale was a huge success, with the preregistration for time slots working well.

The Friends made their annual \$1,000 donation to the Children's Department and donated \$5,000 to the Book Budget

They will financially support upcoming programs

The scholarship was not awarded due to the one applicant not being a Cranford resident

Policy:

No report

Public Relations:

Notices of events are being sent to usual sources. Michael feels the newsletter has been beneficial informing the public on Library news

By Laws:

Committee has met and feels there will be no major changes. They will present the updated By Laws to the Board by summer's end.

Strategic Plan:

The committee held a preliminary meeting.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Discussion held on the possibility of resuming in person meetings. It was decided to continue to meet via Zoom during July and August. Michael will book a room in the Community Center for September

OLD BUSINESS:

None

ADJOURNMENT:

Kate made a motion to adjourn. The motion was seconded by Wayne, all Board members present voted in favor. The meeting was adjourned at 7:57 PM.

Respectfully submitted,

Arline McCloskey

Arline McCloskey

Secretary

