

**MINUTES OF THE REGULAR MEETING OF THE
GLEN ROCK PUBLIC LIBRARY BOARD OF TRUSTEES
Thursday, April 11, 2024 at 7:00 pm**

- 1. CALL TO ORDER:** The meeting was called to order by President Rachel Feinmark at 7:03 pm in the Library.

Board Members:

President: Rachel Feinmark	present
Vice-President: Matt Jacobs	absent
Treasurer: Dan Lesso	present
Secretary: Kathleen Walter	present
Mayor's Alternate: Jill Orlich	present
Superintendent's Alternate: Jamie Britton	absent
Trustee: Christa Folco	present
Trustee: Georgene Betterbed	present
Trustee: Maggie Jacoby	present

Ex-Officio Members:

Director: Brianne Colombo	present
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Others:

Recording Secretary: Catherine Dodwell	present
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Public:

Friends of the Library President: Ludmila Golad	present
Friends of the Library VP: Mark Golad	present

- 2. ADEQUATE NOTICE OF THE MEETING:** Rachel Feinmark announced that all requirements of the Open Public Meetings Act have been fulfilled: the date, time, and access to this meeting have been advertised in the official newspapers; posted on the Library and Borough websites; and posted at the main entrance of the Library.
- 3. MINUTES:** Kathleen Walter moved to accept the Minutes of the March 14, 2024 Regular Meeting as distributed. Second: Dan Lesso. Motion carried.
- 4. WELCOME TO VISITORS AND INSTRUCTIONS ON WHEN TO ADDRESS THE BOARD:** Rachel Feinmark announced that public participation and remarks are welcome and provided guidance for comment.
- 5. PUBLIC COMMENTS:** none

6. REPORT FROM THE FRIENDS OF THE LIBRARY:

- Ludmila Golad reported that the Friends held their most recent meeting on Monday of this week; recently presented programs have been well received, especially the monthly music on Tuesday; an Events Committee has been created to explore other offerings; a mini, mini book sale is being organized to coincide with the townwide garage sale; books will be collected only on Saturday before the sale and will be accepted or rejected on the spot; they will be broadly sorted into children or adult categories.
- A mini golf event for different age groups is scheduled for September 13 and 14; glitches with recording books for the Readathon are still being sorted as there were challenges from recording on paper vs. Rally Up; this online platform worked well.
- Ludmila indicated the Friends are exploring ideas for attracting new members; the Gallery is beautiful and an artist's reception is scheduled for April 28.

7. CORRESPONDENCE: none

8. DIRECTOR'S REPORT:

- **Circulation & Collections:** Brianne Colombo summarized the first quarter 2024 statistical report which included patron activity, circulation statistics for all materials, eBCCLS usage, and program statistics; Museum passes circulated 21 times; the Friends added the Museum of Modern Art to the offerings and this pass circulated three times in the first week; the Library of Things is receiving more attention. GLRK was randomly selected to receive Read with Jenna Book Club titles as part of an offering by the Today Show to celebrate the fifth anniversary of this club; BCCLS unveiled its new catalog on March 25; the previous version will remain available for staff and patrons who prefer the format; the updated edition integrates the availability of e-content.
- **Displays:** in recognition of World Autism Month, the artwork of Jonah, an artist with autism is featured in the display cases; the Arts Council of Glen Rock is hosting "Verse & Visuals: the Art of the Poem" in celebration of National Poetry Month with a reception for the nine writers to be held on April 28.
- **Finances:** Brianne emailed the link for the Financial Disclosure Statement required by the State of New Jersey of all trustees and due by April 30.
- **Grants and Donations:**
 - The ordinance to designate state grant funds for the elevator project received final passage on March 27, however the timeline for receiving the funds has not been established.
 - With the assistance of Bruno Associates, the Borough's Grantwriter, two requests to the Congressionally Directed Spending program were submitted on March 20 through Cory Booker and Robert Menendez for

FY25 Appropriations, and a third request was also submitted to Josh Gottheimer on April 4 for the same fiscal year. This request for \$250,000 is designated the Glen Rock Public Library Energy Efficiency Upgrade Project and will be used for a HVAC system upgrade and relocation, a LED lighting upgrade, and a basement renovation to enhance the programming space on that level. There is no timeline for receiving this money.

- A private donation of \$1,000 was received in March.
- **Personnel:** Brianne hosted a Staff Meeting on March 26 for 15 members; Libby Norris was accepted into the BCCLS Supervisory Training Program at Bergen Community College to be held in April and May.
- **Programs:** Brianne reported that March was a busy month for programming across all age groups; 18 adult programs attracted 299 participants and 18 children's programs brought in 415 children and 345 adults for a total of 760 participants; 4 teen programs attracted 315 participants, the majority for NJ Makers Day; 2 people took advantage of the one-on-one tech help and 3 requests for VHS to DVD transfers were completed; National Library Week is currently underway and a Merve's gift card will be awarded.
- **Public Relations & Website/Social Media:** Brianne included Kristen Rasczyk's statistics for Library Google Insights which captures search results of the GRPL business profile and Google Analytics indicates website usage; Facebook visits and reactions to posts were reported; the post with the widest reach was a photo of the books received as part of the Today Show's Read With Jenna donation; X and Instagram outreach was recorded.
- **Recent Meetings:** Brianne listed the 9 meetings she attended in March.

9. TREASURER'S REPORT/FEBRUARY BILLS TO BE PAID:

- Christa Folco moved to pay the March bills as presented. Second: Kathleen Walter. Motion carried.
- Briane Colombo reported that Kathy Simmons Collins applied for a store card at ShopRite to facilitate purchases for programs and to reduce the need for reimbursing staff members for purchases.

10. FOR DISCUSSION:

1. Architectural Services Meeting: Edward Arcari and Joe Frangiosa from the architectural firm of Acari and Iovino summarized the steps necessary for our project and how they work with a client; they also introduced their accomplishments with library building projects and fielded questions from the Board with regard to our elevator and roofing needs.
2. Architectural Services Meeting: Jeff Schlecht from RSC Architects provided a detailed analysis of the individual steps and the timeline for this project; his firm has extensive experience with public buildings and libraries; he fielded questions from the Board about the two projects.

11. FOR ACTION: Discussion of the Collection Development Policy will be tabled until the May meeting.

12. COMMITTEE REPORTS:

1. Buildings and Grounds: This committee met on March 28 to discuss the RFQ's from four of the nine submitted proposals; they decided on four to be invited to the April Board Meeting for a meeting.

2. Strategic Plan: a committee has been formed; they met on March 4 to establish upcoming meeting dates and will discuss a community survey and preliminary goals at the April 15th meeting.

13. UNFINISHED BUSINESS: none

14. NEW BUSINESS: none

15. ADJOURNMENT: Kathleen Walter moved to adjourn the meeting at 9:15 p.m.
Second: Christa Folco. Motion carried. The next meeting is scheduled for Thursday, May 9, 2024 at 7:00 pm.

Respectfully submitted,

Catherine M. Dodwell
Recording Secretary

Rachel Feinmark
Board President