

The Public Library of the Township of Mahwah
Minutes of the Board of Trustees Meeting
February 21, 2023

Call to Order:

Ms. Javer, President, called the meeting to order at 7:00 PM.

- In compliance with the Open Public Meeting Act, this meeting was announced in the Bergen Record, on the Library's website and on signs posted at the Library entrances.
- This meeting is taking place on-line in accordance with New Jersey state statute 10:4-8B, which authorizes local units to conduct public meetings through the use of streaming services and other online meeting platforms.
- Information on accessing this public meeting has been posted on the library's website, members of the public are welcome to participate only during the public portions at the beginning and end of the meeting by voice, telephone or webcam using the "chat" feature in the conferencing software.

Present:

Absent:

Ms. Cassotis

Dr. DeTuro

Ms. Clarkin

Mr. Wendrychowicz

Mr. Ferguson

Mayor Wysocki

Ms. Javer

Mr. Lee

Ms. Park

Ms. Subramanya

Mr. Hadelier

Mr. Liden

Mr. Gallina

Ms. Luke

Public: Kendra Crook, Mahwah resident.

Pledge of Allegiance

Public Session: A *motion* was made at 7:02 PM by Mr. Lee and seconded by Ms. Cassotis to open the meeting to the public. *Motion* passed unanimously.

- Ms. Crook, Mahwah Girl Scouts service unit manager, reported that the use of the Octagon by the Girl Scouts has been popular and successful.
 - Ms. Crook requested that the Mahwah scout troops be allowed to use the larger meeting rooms at no fee, since funds are not available for renting the rooms when space is needed to accommodate larger group meetings.
 - In addition, before COVID, the scouts were permitted to use the school buildings after school. The policies have not been rolled back to allow for their use immediately after school. The change regarding this policy would not be put in place until September.. She requested that troops be allowed to use a larger room once a month.
 - Ms. Javer thanked Kendra for coming and stated that the board will consider the request.

A *motion* was made at 7:08 PM by Mr. Lee and seconded by Ms. Subramanya to close the meeting to the public. *Motion* passed unanimously.

Secretary's Report:

A *motion* was made by Ms. Cassotis and seconded by Ms. Subramanya to accept the minutes from the January 17, 2023 regular monthly meeting as presented.

Roll Call:

Ms. Cassotis - yes
Ms. Clarkin - yes
Dr. DeTuro - absent
Mr. Ferguson – abstain
Ms. Javer - yes
Mr. Lee - yes
Ms. Park - yes
Ms. Subramanya - yes
Mr. Wendrychowicz - absent
Mayor Wysocki - absent

Motion passed.

Financial Review:

Financial Reports & Bills for Payment

- A *motion* was made by Ms. Cassotis and seconded by Ms. Clarkin to accept the February 2023 Treasurer's Report.

Roll Call:

Ms. Cassotis - yes
Ms. Clarkin - yes
Dr. DeTuro - absent
Mr. Ferguson - yes
Ms. Javer - yes
Mr. Lee - yes
Ms. Park - yes
Ms. Subramanya - yes
Mr. Wendrychowicz - absent
Mayor Wysocki - absent

Motion passed unanimously.

- A *motion* was made by Ms. Javer and seconded by Ms. Park to accept the approval of the bills for payment from the operating account in February 2023.

Roll Call:

Ms. Cassotis - yes
Ms. Clarkin - yes
Dr. DeTuro - absent
Mr. Ferguson - yes
Ms. Javer - yes
Mr. Lee - yes
Ms. Park - yes
Ms. Subramanya - yes
Mr. Wendrychowicz - absent
Mayor Wysocki - absent

Motion passed unanimously.

Operational Review:

- Mr. Ferguson questioned if it is a usual practice to remove materials from the collection. Mr. Hadeler reported that it is—weeding the collection is done at different times of year, this year it is being done during the winter months when staff have time.

Budget & Finance

- Mr. Hadeler asked the board to consider allowing the acceptance of ACH credits. For example, pay from BCCLS at the end of each quarter for fines, fees and lost items paid through their website with credit cards.

A motion was made by Ms. Javer and seconded by Mr. Lee to approve the acceptance of ACH credits for payments so that funds can go right into the accounts.

Roll Call:

Ms. Cassotis - yes
Ms. Clarkin - yes
Dr. DeTuro - absent
Mr. Ferguson - yes
Ms. Javer - yes
Mr. Lee - yes
Ms. Park - yes
Ms. Subramanya - yes
Mr. Wendrychowicz - absent
Mayor Wysocki - absent

Motion passed unanimously.

Capital Projects

- Mr. Hadeler reviewed the recommended repairs to maintain the Children's room theme fabrications for a total cost of \$3,100.

A *motion* was made by Ms. Javer and seconded by Ms. Clarkin to approve the repairs to the Children's room theme fabrications for a total cost of \$3,100 out of the capital account.

Roll Call:

Ms. Cassotis - yes
Ms. Clarkin - yes
Dr. DeTuro - absent
Mr. Ferguson - yes
Ms. Javer - yes
Mr. Lee - yes
Ms. Park - yes
Ms. Subramanya - yes
Mr. Wendrychowicz - absent
Mayor Wysocki - absent

Motion passed unanimously.

Friends of Mahwah Library Report: No activity.

Correspondence: No correspondence.

Old Business:

New Business:

- Request from local Girl Scouts to provide use of meeting room space at no cost.
 - Mr. Hadeler reported that in 2021 we revised the Room Use Policy stating all Mahwah residents receive a substantial discount from the previous rates.
 - Currently the Scouts can use the Octagon for free twelve times each year per troop. Small Meeting Room is \$20 for first two hours and \$10 each additional hour, Large Meeting Room is \$40 for the first two hours and \$20 each additional hour, Winter Room is \$60 for the first two hours and \$30 each additional hour.
 - We allow all the quasi departments in town the meeting rooms for free if they are available.

A *motion* was made by Mr. Ferguson and seconded by Ms. Javer to temporarily amend the Room Use Policy to allow Mahwah Girl Scouts and Boy Scouts to use the Small Meeting Room up to six times through the end of August for free. *Motion* passed unanimously.

BCCLS Update: Mr. Hadeler was pleased to report that the Glen Ridge board of trustees voted to keep the challenged materials in place and not tolerate censorship.

Trustee Education: Ms. Javer reported that she signed up for the April 4th trustee training. Mr. Hadeler noted upcoming BCCLS trustee training and encouraged Trustees to participate if interested:

- Thursday, March 2nd at 7 pm - Free Speech Basics
- Tuesday, April 4th at 7 pm - Collection Challenges and Regulations

Mr. Hadeler advised the Board these sessions count towards the cumulative seven hours of continuing education required per year.

Executive Session: A motion was made at 7:39 PM by Mr. Lee and seconded by Ms. Cassotis to go into executive session. Motion passed unanimously.

A motion was made at 7:56 PM by Ms. Javier and seconded by Ms. Cassotis to come out of executive session. Motion passed unanimously.

Public Session: A motion was made at 7:57 PM by Ms. Javier and seconded by Mr. Ferguson to open the meeting to the public. Motion passed unanimously.

A motion was made at 7:57 PM by Ms. Javier and seconded by Mr. Ferguson, seeing no members of the public present, to close the meeting to the public. Motion passed unanimously.

Upcoming Meeting Dates:

- Tuesday, March 21, 2023 – Annual board meeting, 7pm. IN-PERSON
- Tuesday, March 21, 2023 – Monthly board meeting, immediately after the Annual meeting. IN-PERSON

Adjournment:

A motion was made by Ms. Subramanya and seconded by Ms. Cassotis to adjourn the meeting at 8:00 PM. Motion passed unanimously.

Respectfully submitted,

Jennifer Park
Secretary