

Glen Rock Public Library
Board of Trustees Virtual Meeting Minutes
April 8, 2021

1. Call to Order:The meeting of the Board of Trustees of the Glen Rock Public Library was held on Thursday, April 8, 2021 at 7:41 PM via Zoom platform.

Present:

Cathy Osborn, President
Matt Jacobs, Vice-President
Dan Lesso, Treasurer
Kathleen Walter, Secretary
Amy Martin, Mayor's Alternate
Lisa Tomaselli, Superintendent's Alternate
Rachel Feinmark, Trustee
Christa Folco, Trustee
Jeff Schlecht, Trustee

Also Present:

Ellen O'Keefe, Library Director
Joyce Stein, Friends of the Library Co-President
Georgene Betterbed, Friends of the Library

Public:

Catherine Dodwell
Kaitlyn Lawler, Recording Secretary

2. Adequate Notice of Meeting:The date, time, and access to this meeting has been advertised, posted on the Borough and Library websites, as well as at the main entrance of the library. A link with virtual access has been provided to the public as well as instructions for public participation. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled.
3. Minutes March 11, 2021 Regular Meeting, revisions to the January 14 & February 11, 2021 Minutes:
 - a. Motion to approve the Minutes of the March 11, 2021 meeting by Matt. Second by Dan. Motion approved.
 - b. Motion by Kathleen to approve revisions to the January 14, 2021 Minutes. Second by Jeff. Motion passed.
 - c. Motion by Matt to approve revisions to the February 11, 2021 Minutes. Second by Kathleen. Motion approved.
4. Welcome to visitors with instructions on when to address the Board: Welcome to Catherine, new Recording Secretary.
5. Public Comments: N/A
6. Correspondence: Matt spoke. A Library employee submitted a letter stating she had a bad experience with the facility that staff were instructed to visit to be tested at for COVID-19. Ellen stated some other employees had similar concerns. Ellen had been directed to advise staff to attend this facility per the Borough.

The Board proposed that any employee required to provide a negative PCR COVID-19 test to return to work should be able to choose an appropriate facility. Additionally, the Library will reimburse an employee for any testing costs not covered by health insurance as a result of possible exposure at work. Motion to accept proposal by Cathy. Second by Matt. Motion approved.

7. Director's Report: Ellen spoke. On 3/29/21, a Library employee tested positive for COVID-19. Contact tracing and safety protocols implemented. The Library was closed the afternoon of 3/29-4/5/21. The Library reopened to the public April 6th. The Library's voluntary extension of EPSLA/ FFCRA sick wage pay expired 3/31/21.

Registered patrons have increased to 74% of Glen Rock residents. There has been an increase in the Library's circulation. Print is steady. Increase in electronic circulation, Kids & Young Adult. BCCLS overall circulation is down.

Jeff, Amy, Kathleen & Rachel met 3/30 to discuss the Construction Bond Grant. A meeting is scheduled for 4/9 to discuss round two submission of the Construction Bond Grant with Millennium Strategies. Ellen, Jeff & Amy to attend. The deadline for submission is 6/4/21.

Kathleen to distribute surveys for the Strategic Planning Committee.

ALA Transforming Communities Grant follow up: The Library to schedule hosting "Community Conversation" on a Saturday in June. Ellen is securing a permit with the Borough and procuring a tent rental. Amy spoke & will follow up with the Borough.

Ellen switched BCCLS Committee memberships from BCCLS Friends to eBCCLS.

Library Centennial: Ellen has been coordinating with Georgene. The tentative celebration date is Saturday, 9/17/22. Events to begin in June 2022. The Glen Rock parade will be dedicated to the Library's Centennial. Committee members include Ellen, Georgene, Maureen Barron & Janine Tuttle.

8. Treasurer's Report/ April Bills to Be Paid:
 - a. Motion to accept Treasurer's Report by Cathy. Second by Matt. Motion approved.
 - b. Motion to pay April Bills by Kathleen. Second by Jeff. Motion passed.
9. Report from the Friends of the Library: Joyce spoke. A patron turned 92 & her family donated \$300 to the Friends. Additionally, the family donated a brick in the patron's honor.
10. For Information: N/A
11. For Discussion:

- a. Establishing a new Delayed Compensation Account: Dan spoke. The plan developed with Mary, Business Manager, is to open a new CD/ Delayed Compensation Account at Glen Rock Savings Bank in the amount of \$8500.00.

12. For Action: N/A

13. Committee Reports:

- a. Finance: N/A
- b. Personnel: The Board agreed to extend the EPSLA/ FFCRA sick leave pay which expired on 3/31/21 (approved at the 1/14/21 meeting) until 12/31/21 per attorney review.
- c. Building & Grounds: N/A
- d. Planning: N/A
- e. Technology: Ellen spoke. The Library is shopping for a new TV screen for the children's room.
- f. Ad Hoc: Christa & Cathy spoke. The Strategic Planning Committee will schedule a meeting. Kathleen to send out surveys tentatively by 4/15.

14. Old Business: Matt spoke. Financial disclosures are due this month.

15. New Business: Ellen, after previous discussion with Theresa, Head of Circulation, suggested extending the Library's hours to 9PM on Mondays and Thursdays. The Board agreed.

16. Adjournment: Motion to adjourn by Christa. Second by Jeff. Meeting ended at 8:58 PM.

Respectfully submitted by
Kaitlyn Lawler
Recording Secretary