

**Minutes of the March 20, 2023
Montclair Public Library Board of Trustees Meeting**

The 2176th meeting of the Montclair Public Library Board of Trustees was held on Monday, March 20, 2023 at 7:00 p.m. in accordance with New Jersey Law.

The meeting was called to order by President JoAnn McCullough at 7:11 pm.

Open Meetings Act:

President JoAnn McCullough announced that the meeting was in compliance with the Open Meetings Act. Notice of this meeting was posted on the Library website, in the Library, at the Municipal Building and advertised in the Star Ledger. Notice of the change of venue to an Hybrid meeting was posted on the library website.

Roll Call:

Board Members Present: JoAnn McCullough, Presiding, Theodore Graham, Marcos Vargas, Brian Clarkson, Geoffrey Borshof, Diana Lunin, and Andrew Silver
Board Members Absent: Lilian Ferguson

Library Staff Present: Director Janet Torsney, Assistant Director Selwa Shamy, and Recording Secretary Linda Welch, Library Legal Council, Douglas Zucker

Swearing In of new Trustees

Legal Counsel Douglas Zucker conducted the swearing in of Diana Lunin, Geoffrey Borshof and Andrew Silver.

Election of Secretary to the Board

Theodore Graham moved to elect Diana Lunin for Secretary and Brian Clarkson seconded. The motion was passed unanimously.

Approval of Minutes:

The Minutes of the February 13, 2023 meeting stood approved. Brian Clarkson made the motion and Diana Lunin seconded. The motion was carried unanimously.

Presidents' Report:

JoAnn McCullough:

- Reported that the Executive Committee met on March 13 to discuss the agenda and Board vacancies.
- JoAnn introduced and welcomed new Trustee Andy Silver.
- She expressed her appreciation to the Support organizations for their continued support.

Treasurer's Report:

Brian Clarkson presented the Treasurer's Report:

Brian Clarkson moved for the Resolution #23-17 Approving the Bills and Payables between the February 13, 2023 and March 20, 2023 Board of Trustees Meetings be approved and the itemized summary be made part of the minutes and Theodore Graham seconded. The motion was carried unanimously.

Brian Clarkson moved for the adoption of Resolution #23-18 Pre-Approving Bills and Payables due between the March 20, 2023 and April 17, 2023 Board of Trustees Meetings be approved and the itemized summary be made part of the minutes and Theodore Graham seconded. The motion was carried unanimously.

Brian Clarkson moved for the adoption of Resolution #23-19 Approving the February 2023 Bank Bank Reconciliation Statements and Diana Lunin seconded. The motion was carried unanimously.

Reports from Support Organizations:

MPL Foundation: *Gina Chung Fortt*

Tickets to the Gala went on sale on Tuesday, February 21. To date, we have 150 tickets sold/people attending out of a capacity of 250. Our combined goal for sponsorships and ticket sales is \$108,000 and to date we have raised \$76,237 or about 71%. We still have nearly 5 weeks to sell the remaining 100 tickets to meet the goal.

A press release for the Gala went out today and should appear in the local news outlets over the next two weeks. (With thanks to Ilmar for lending his expertise.) We continue to promote the Gala through social media and targeted emails.

We are currently soliciting for additional items to include in the auction and raffle at the event.

The Foundation is evaluating the make-up of the Board to determine what skill sets and areas of expertise we will be targeting in our recruitment of new Board members. We have two directors terming out in June, and have had an additional resignation (Heather Moore), so we will be looking to add 3 to 5 people to the Board before September.

The Foundation has partnered with Library Staff to submit seven grant proposals so far this year.

Montclair Library Friends: *Ed Robin*

- Montclair Public Library tours will begin on April 13. The tour guide will be the former Head of Borrowers Services Dept. Dawn Quinn.
- The Friends continue to volunteer for the Open Book/Open Mind events.

- Ed Robin will attend the March 27 Town Council meeting to advocate for the Library's 2023 Budget.

Friends of Bellevue Avenue Library, Inc.: Ilmar Vanderer

- Presented an overview of the Friends of the Bellevue Avenue Library
- The Friends will be having their next book sale in May.
- The Friends 2022 donation to the library is earmarked for the Seed Library at the Branch.

Library Report:

Assistant Director Selwa Shamy reported that:

Staff

- A staff training session on patron de-escalation and lost child procedures was held on March 13. Upcoming training sessions will include first aid and CPR; Run, Hide, Fight; Managing Change; Budgeting; First Amendment Audits.

Building

- The staff door key card reader is not working properly. After three visits by technicians, we were informed that the reader is no longer supported by the company and an upgrade will need to be installed. The reader was installed four years ago.

Schools

- Jodi Silverman and Tom Hoesly worked with Marcos Vargas to complete the documents for student library card sign up. The links to the applications for all three age levels -- elementary, middle and high school -- will be incorporated into the MPL website next week and will be distributed to parents.
- The library will participate in the Edgemont Montessori School PTA STEM fundraiser on April 29. Staff will promote the Library of Things and demonstrate some STEM kits that will be available to borrow.
- The eTuk will be at the district wide STEM Festival for K-5 students at Edgemont Park on April 30.

Services

- Seed Library implementation continues with the information and agreement form approved by the library's attorney. Supplies are scheduled to arrive soon and the program will launch at Bellevue Ave. branch first.
- The Library of Things will launch on April 24 at the Bellevue Ave. Branch. Some of the items that will be available to borrow are Picasso Tiles, chess boards, a telescope and microscope, a bass guitar and amp, a cigar box guitar, a portable scanner, a portable projector screen, and various board games. More items will be added to the collection over time, the library will purchase items and accept donations of interest in good condition.

Library Director Janet Torsney:

Partnerships

- First joint program with Out Montclair, Romance is for Everyone, was a hit
- Speaker at Montclair Art Museum's "Casual Chats at the Cornerstone Café"
- Met with MSU president Jonathan Koppell and dean of community engagement Bryan Murdock. Discussed a wide range of collaboration from the café to MSU/MPL programs.
- Set up regular meetings with MSU Associate Dean for Research, Teaching and Engagement Natalie Beach
- Coordinated Mobile DMV event with Councilman Yacobellis
- Working with Montclair Film on joint screening of Judy Bloom documentary through Leah Wolchok was brought to us through MPLF
- Talked to Jason Gleason of BID about solar power, fundraising and community-wide collaboration among nonprofits and service organizations
- Planning joint event with Alliance Francaise and Montclair Literary Festival with best-selling French author

Capital Projects

- Conducted tours for Request for Qualifications for HVAC and BAB water-damage studies with Township QPA
 - Received 5 proposals for both projects

Management

- Submitted 2022 Report to the NJ State Library and to BCCLS

Board

- Board packet contains information about training opportunities through the State Library and other organizations. The Board, as a whole, is required to do at least 7 hours of training a year.

Statistical Highlights

- The mighty Bellevue Avenue Branch is running neck and neck with the Main Library in number of Children's programs (20, 27) and attendance (477, 444)

Old Business:

Report from Building Committee – Brian Clarkson

Neil Erman presented an overview from GeoscapeSolar Solar Proposal Summary that included the installation of solar panels for the Library that includes federal tax and bonus incentives.

- Presentation from Geoscape Solar, a solar company backed by investors, the library would not need to pay for the panels because it would be an investment for the company. The Library could also get a free assessment of the roof.
 - Direct Install, NJ program, electric utilities will upgrade lighting to LED for free and may also replace the HVAC system.

New Business:

Patron Suspension Appeal Hearing

Library counsel Douglas Zucker started the Patron Suspension Appeal Hearing.

Assistant Director, Selwa Shamy presented information about the incident.

Melvin Hyman presented his appeal.

The Board of Trustees will take the matter under advisement and a decision will be announced in approximately one week.

Public Comment: None

Adjourned to go into Executive Session at 8:50pm

Executive Session

Attorney Client Matter

Adjournment:

At 9:24 p.m. Diana Lunin moved to adjourn the Board of Trustees meeting and Brian Clarkson seconded. The motion was carried unanimously and the meeting was adjourned.