

**Minutes of the May 19, 2025
Montclair Public Library Board of Trustees Meeting**

The 2202nd meeting of the Montclair Public Library Board of Trustees was held on Monday, May 19, 2025 at 7:00 p.m. in accordance with New Jersey Law.

The meeting was called to order by President JoAnn McCullough at 7:15 p.m.

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 a change of venue to a Hybrid meeting was posted on the Library website.

Roll Call:

Board Members Present: JoAnn McCullough, Presiding, Theodore Graham, Diana Lunin, Andrew Silver, Brian Clarkson, Geoffrey Borshof, and Tamar Campbell

Board Members Absent: Lilian Ferguson and Erika Pierce

Library Staff Present: Director Radwa Ali, Recording Secretary Linda Welch

Approval of Minutes:

The Minutes of the April 21, 2025 Regular Meeting stood approved. Andrew Silver made the motion and Brian Clarkson seconded. The motion was carried unanimously.

The Minutes of the Special Session April 25, 2025 Meeting stood approved. Andrew Silver made the motion and Brian Clarkson seconded. The motion was carried unanimously.

The Minutes of the Special Session May 12, 2025 Meeting stood approved. Andrew Silver made the motion and Brian Clarkson seconded. The motion was carried unanimously.

Presidents' Report:

JoAnn McCullough reported:

- A Special Session of the Montclair Public Library Board of Trustees was held on May 12 in place of the Executive Session.

Treasurer's Report:

Brian Clarkson presented the Treasurer's Report:

Brian Clarkson moved for the adoption of Resolution #25-30 Approving the Bills and Payables between the April 21, 2025 and May 19, 2025 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 #25-31 Pre-Approving Bills and Payables due between the May 19, 2025 and June 16, 2025 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 #25-32 Approving the April 2025 Bank Reconciliation Statements and Theodore Graham seconded. The motion was carried unanimously.

Reports from Support Organizations:

Montclair Public Library Foundation - Mary Packer

The Lit Gala was a success, with 230 guests celebrating the Library and our Honorees at the Grove in Cedar Grove. It was wonderful to see so many of the Library Trustees there. Our next Gala will be in 2027, and we hope to continue to refine our processes so that it is an easy, exciting, fun event that people are eager to attend.

The Foundation raised a net amount just over \$125,000 from the Gala, and the paddle raise portion – \$24,900 – has been distributed to the library.

CAFE Application

Over the next few weeks, the Foundation will be working to do a truncated, in-house feasibility study of sorts in order to determine an amount we feel we can raise in support of the CAFE project. Along with that number, we will put together a fundraising plan to illustrate how to reach that goal. With the application deadline looming, we are also available to assist the Library Director with other aspects of the application such as proofreading, editing, etc.

Donor Appreciation

The Foundation is holding a private screening of A Minecraft Movie at Cinema 505 on Sunday, June 1st as a thank you to a select group of donors, complete with candy, crafts, and popcorn. Our donor appreciation events over the last few years have catered to adults, so we are excited to offer an experience that can be enjoyed with children or grandchildren.

Montclair Library Friends: Ed Robin

Ed Robin thanked Mary for the wonderful time he had at the Lit Gala. He is happy to be working on the CAFE project with the Library.

Friends of the Bellevue Avenue Library: Ilmar Vanderer

Ilmar expressed his appreciation for the wonderful time he had at the Lit Gala. The Friends of the Bellevue Avenue Branch Library earned \$400.00 at the May in Montclair book sale. The Friends are gearing up for their Summer Concert Series at the Branch. Ilmar offered his assistance editing and proofreading the CAFE documents.

Library Report:

Assistant Director Report: *Selwa Shamy*

Program Samplings

Selwa presented an overview of the of programming from

- The Adult School Department
- Open Book / Open Mind Series
- Youth Services Department
- Jewish American Heritage Month & Holocaust Remembrance Day

Community

- The Foundation for Arab American Heritage (FARAH) Festival took place at the Montclair Art Museum on April 26. The eTuk was present with a craft table on this rainy afternoon -- we had 91 interactions.
- Montclair's Earth Fest took place on S. Park Ave. on April 27. We had 235 interactions including checking out books and library card registrations and renewals.
- The library is supporting a TEDx event in Montclair taking place June 24 called "Domino Effect" focusing on social mobility.
- The library supported Montclair Rotary Club's booth at the Walnut Street Fair on May 4
- A Community Partners Meeting to discuss Montclair's unhoused residents was called by Mayor Baskerville on May 13 in the council chambers. Representatives from Family Promise, MESH, the Montclair Interfaith Clergy Association, Salvation Army, Essex County, Montclair Police Department, and the Township of Montclair spoke. Radwa, Margarete Oujji (Library Social Worker), and I attended.

Staff

- Jill DeMarco, Adult Services librarian, has been out on maternity leave since September and will return to work on June 2. She will remain full-time until July when she will become part-time.
- Kiera Crawford was promoted to full-time Adult Services library associate.
- Guitry Banks, Adult Services full-time library associate, who has been on leave since March 10 will return on June 2.
- Seeking temporary cleaning crew thanks to the need to terminate Pro-Clean's contract due to CAFE grant requirements.

Library Director Report: *Radwa Ali*

Building & Security

- HVAC:
 - Chiller installed on May 16th.
 - Rooftop air handler unit is approx 6 weeks out
 - Work on the rest of the system ongoing likely through June and July
- BAB plaster repair from water damage in children's room ceiling completed w/ painting to be done by facilities staff
- Children's room repainting underway by facilities staff
- Cracked pipe in BAB boiler room needs to be repaired

Operations

- Computer Networks: Public pcs and peripherals are now on the BCCLs network.
- Capital: \$5 million bond ordinance 2nd reading passed unanimously 4/22.
- Policies committee: met 5/16 to discuss
- Operating Budget: revenue and expenditure changes necessitated a substantial mid year adjustment. The Finance committee met on 5/15 to go over all changes.

CAFE

- Radwa presented an overview of the progress with the CAFE project.

Old Business: None

New Business:

Adult School Approximate Tuition Ranges for Summer & Fall 2025

The Board of Trustees unanimously moved to approve the Adult School approximate tuition ranges for Summer and Fall 2025.

Resolution #25-33 Approving Mid-Year Adjustments to the Adopted 2025 Budget

Theodore Graham moved to approve Resolution #25-33 approving mid-year adjustments to the adopted 2025 budget. Brian Clarkson seconded the motion. The motion was carried unanimously.

Resolution #25-34 Authorizing the Director to Register a New Non-Profit Corporation

Brian Clarkson moved to approve Resolution #25-34 authorizing the Director to register a new non-profit corporation. Theodore Graham seconded the motion. The motion was carried unanimously.

Public Comment: None

Adjournment:

At 8:20 p.m. Theodore Graham moved to adjourn the Board of Trustees meeting and JoAnn McCullough seconded. The motion was carried unanimously and the meeting was adjourned.