

**FINAL**

**WYCKOFF LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES**

**April 15, 2026 at 7:30 PM, Wyckoff Public Library, 200 Woodland Avenue**

I. **Open Public Meetings Act Statement**

a. "The April 15th Regular Meeting of the Library Board of Trustees is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our website at wyckofflibrary.org. A copy of said Annual Schedule has been posted on the bulletin board in Memorial Town Hall; a copy has been filed with the Township Clerk, The Record and The Ridgewood News. At least 48 hours prior to this meeting the Agenda thereof was emailed to said newspapers."

II. **Call to Order and Attendance:**

Present: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Kathy Lane, Donna Macaluso, Lori Peters and Brian Saxton

Arrived 7:33: Rudy Boonstra

Absent: None

**Staff Attendance:**

Laura Leonard, Director and Kyanna Gonzalez, Recording Secretary

III. **Public Comment**

No public is in attendance.

IV. **Board Business**

Reminder that financial disclosure forms are due on April 30, 2026.

V. **Secretary's Reports**

Minutes were previously distributed. Mr. Saxton invited questions or corrections. Approval of the following Library Board of Trustees meeting minutes:

Motion by DeKorte seconded by Chagares to approve the March 25, 2026, Board of Trustees Regular Meeting Minutes.

Voting in favor: Antonacci, Chagares, DeKorte, Donato, Lane, Macaluso and Saxton

Abstaining: Peters

VI. **Treasurer's Report**

a. March Treasurer's Report - The March Treasurer's Report was distributed by Ms. Leonard. Ms. Leonard reviewed the report and responded to questions.

Motion by Peters seconded by Donato to approve the March Treasurer's Report.

Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton

Abstaining: None

b. Reapprove March Voucher list - Water delivery invoice for \$124.90 arrived after the March 25 meeting.

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Motion by DeKorte seconded by Donato to reapprove the March voucher list to account for the late invoice.

Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton  
Abstaining: None.

**c. April Voucher List**

The April Voucher List was distributed - questions and comments were invited.

Ms. Leonard clarified charges listed under healthcare, legal fees, library cards, background checks and events.

Motion by DeKorte seconded by Chagares to approve the April Voucher list.

Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton

Abstaining: None.

**d. Resolution 2026:06**

**WYCKOFF FREE PUBLIC LIBRARY  
COUNTY OF BERGEN  
STATE OF NEW JERSEY  
RESOLUTION # 2026 - 06**

**INTRODUCED:  
APRIL 15, 2026**

**SECONDED:  
REFERENCE: Authorize payments to  
vendors immediately after  
services rendered but  
prior to next board meeting**

**VOTE: ANTONACCI \_\_\_ BOONSTRA \_\_\_ CHAGARES \_\_\_ DEKORTE \_\_\_ DONATO \_\_\_**

**LANE \_\_\_ MACALUSO \_\_\_ PETERS \_\_\_ SAXTON \_\_\_**

**WHEREAS**, NJSA 40A:5-16 establishes requirements for local units of government to pay out moneys; and,

**WHEREAS**, the Local Boards, as permitted by NJSA 40A:5-16 c(1) may establish circumstances deemed appropriate to make payment to vendors when required in advance of the delivery of certain materials or services when otherwise the payment would not be in compliance with NJSA 40:5-16 a and b; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Wyckoff Library Board of Trustees of the Wyckoff Free

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Public Library that the below claims for payment are authorized in advance of the goods or services being provided in accordance with NJSA 40A:5-16 c (1).

Jill Santopolo, 27368, \$1,500.00, 4/22 Author's event speaking fee  
Indian Trails Club, cashier's check \$5,100.00, 4/22 Author's event venue  
Barry Wiesenfeld, 27325, \$450.00, 4/28 Beatles Program  
Olive R Twist, 27322, \$175.00, 4/30 Tasting event  
Valerie Boggis, 27361 \$250.00, 5/2 Jiggly Wiggly Program  
Patrick Kerksen, 27327, \$1,000.00, 5/2 Musical Performance  
Bracco Farms, 27328, \$250.00, 5/12 Garden Program  
Curt Radabaugh, 27323, \$350.00, 5/14 Lecture  
Lisa Dupuy, 27324, \$350.00, 5/14 Lecture  
Kevin Woyce, 27326, \$125.00, 5/19 Lecture

**CERTIFICATION**

I, LAUREN DEKORTE, SECRETARY OF THE BOARD OF TRUSTEES OF THE WYCKOFF FREE PUBLIC LIBRARY, CERTIFY THE ABOVE TO BE A TRUE AND EXACT COPY OF A RESOLUTION APRIL 15, 2026.

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**LAUREN DEKORTE, SECRETARY**

**CERTIFICATE OF AVAILABLE FUNDS**

I, VINCE ANTONACCI, TREASURER OF THE BOARD OF TRUSTEES OF THE WYCKOFF FREE PUBLIC LIBRARY, CERTIFY THAT SUFFICIENT FUNDS ARE AVAILABLE IN THE 2026 WYCKOFF FREE PUBLIC LIBRARY BUDGET, ACCOUNT #1801228.

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**VINCE ANTONACCI, BOARD TREASURER**

Motion by Donato seconded by Peters to approve Resolution 2026:06.

Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton  
Abstaining: None

e. Other Financial Matters: Audit visitor complete. We are waiting for the report. No follow-up questions at this time.

**VII. New Business**

a. National Library Week - Starts on April 19

The 2026 theme is Library Joy. Library cards featuring the winning designs will be available during the week. Bookmarks from the other entries will also be made and distributed. Submitted designs are displayed in the glass case across from the Reference Desk. The Author Luncheon

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featuring Jill Santopolo is on April 22. The Friends of the Library are hosting an appreciation lunch for the staff on April 23.

- b. Changes to Continuing Education requirements. Each board member has to complete two hours per year. Previously the board had to complete seven hours total.
- c. Wyckoff Centennial - June 27  
The library will have a booth at the celebration. The library will close early so the town can prepare the Memorial Field Complex for the fireworks. The library will be open from 10:00 a.m. to 1:00 p.m.

#### **VIII. Ongoing Business**

- a. Author Luncheon featuring Jill Santopolo. Flyers are being distributed and displayed.
- b. Library Card Design contest. The library received 65 submissions. Winners were selected for each of the three age categories. Susan Valenta is coordinating with the printing company to order the three new designs.

#### **IX. Director's Report**

##### **Snapshots from the Library**

March 25th is an example of how the library serves a multitude of members of the Wyckoff community. In the morning, we welcomed nearly fifty First-grade students from Coolidge School. They had a tour of the library, received a library card, and checked out an item! Nine people participated in a candle-making program through the MakerSpace. Later in the afternoon, Rosemary Brennan from the Friends and I delivered books to residents at Christian Health Care, while Denise Marchetti led a Little Learners program of about 25 children and caregivers. That evening, approximately 20 adults concluded a series of Mahjong lessons, and a student received one-on-one tutoring through our volunteer English as a Second Language program. Nearly 700 physical items were borrowed in addition to the digital items checked out from Libby, Hoopla and Kanopy.

##### **Administrative**

I finalized the draft of the Private Tutor Policy with the attorney. I presented the draft of the 3D Printer Policy to the attorney, with input from Veronica Potenza. We reviewed the attorney's suggestions and shared the draft with the Policy Committee.

I drafted an email to everyone who has used a Private Study Room in the first year since they were installed. I included a link to the policy for patrons to review.

I had a meeting with our new Hoopla representative. I was able to share concerns, as well as what is working well and what is most important for our patrons. We discussed how Hoopla/Midwest Tape addressed AI "slop" and updated their Collection Development Policy, how

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to better distinguish summaries and non-English texts so that patrons don't check out items they did not intend to borrow, and the issue of exclusive content and licensing.

I communicated changes to the dental plan to our full-time employees.

I prepared instructions for how part-time staff should request time off in the new payroll system.

Pat Gioe prepared the materials for the 2025 audit and scheduled the auditors, who arrived on April 7 to conduct the review. She also reported on a successful series of three Zoom Sketch classes held in February and March, each averaging 19 participants. Attendees enjoyed sketching with the Artful Easel artists from the comfort of their own homes and appreciated the thoughtfully chosen subjects. The series will conclude with an acrylic painting class on April 9th.

#### **Rizzo Children's Room, submitted by Denise Marchetti**

Our second musical Saturday event, Musical Storytime with Mr. Corbitt was a huge hit! There were many young families singing, dancing, and smiling throughout. I was amazed at all the dads in attendance, several of whom came up to me afterwards and thanked me for hosting such a fun event for their families.

Lincoln First-graders visited us this week and received their very own library cards, the new card which was designed by someone their age! It's such an exciting and impactful day in their lives. I was reminded of this as I was setting up for their visit Tuesday evening when an eighth grader came into the Children's Room. She asked me excitedly, "Are you setting up for a First- grade visit? I still remember that day! It was the best day ever!!!"

I met with Jess Volin and Susan Sobkowitz, Wyckoff YMCA preschool directors, about their classes visiting our library. We will have two class visits in April and four in May. I will give them a library tour, and we'll enjoy themed stories and projects together.

A Coolidge School Third-grade Girl Scout troop leader reached out to me about visiting our library on May 8th. Their troop of twenty-four girls visited last year to earn their Storytelling badge. I shared fairy tales with them, and they did several writing activities. They will be earning their "I Love Reading" badge during this visit. I have chosen a book for all of us to read and share thoughts. I'll also do a Book Talk, sharing books in varying genres, and will encourage them to share some of their favorite stories with our group.

We will be hosting lots of fun drop-in activities during Spring Break week, April 20-24, including the always popular visit from Ramapo High School Interact students!

Summer is coming fast, and I'm happy to report that planning is well underway! Our starting date is June 22nd, and we will offer many wonderful events throughout!

#### **Adult, submitted by Michael DeVincenzo and Susan Valenta**

Author Luncheon: Our first Author Luncheon is set for April 22nd at the Indian Trail Club featuring New York Times bestselling author Jill Santapolo. This event will be the highlight of National Library Week! Thank you to Brielle Bleeker for coordinating this event. The ticket deadline was extended to April 15th.

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Our first library card design competition was a success. There were 65 submissions and picking the winners wasn't an easy task. The new cards have arrived and we are excitedly prepping them for the grade visits. During National Library Week patrons can choose to turn in their existing card for a new design. New patrons can choose any of the three new designs, or the previous card when registering for a library card. Staff and volunteers are creating bookmarks from all the library card design submissions to be given away beginning during National Library Week.

Adult events in April include our usual wide variety of topics, ranging from lectures on George Washington and the Revolutionary War, the 60th anniversary of the Beatles, to our book clubs (the Escapist Book Club will be reading *The Paris Novel*, the Friends of the Wyckoff Library will be reading *The Wager*, and The Vista will be reading *Kingmaker*) and Monday Movies (*Marty Supreme* and *Song Sung Blue*). Finally, the month concludes with a lecture on olive oil by the Olive R Twist Olive Oil company, and the lecture includes an olive oil tasting!

Summer is coming and our incredibly creative staff are working hard on this summer's theme, Unearth Your Story. We can't wait to see how the staff transform the library and help us build excitement for a summer of fun.

#### Teen, submitted by Riley McArthur

With the help of some of our teen volunteers, weeding the teen collection has been completed. The next phase, identification and labeling of series and genres will start shortly. I will be using this process to take notes and eventually help me decide between reorganization systems.

Planning for summer reading has begun. Within the next few days, I'll start working with Read Squared to design our summer reading site and will be sharing information with coworkers as we get closer to the summer. I am using our 3D printer to test out potential prizes and decorations for the library, including fossil fidgets, kit card dinosaurs, and a skull replica.

I continue to work on updating our online teen resources page, sharing helpful sites related to homework, tough topics, and general research. I am also working on finishing my genre-based readers' advisory lists, and will be sharing those on our website.



#### Technology/Social Media, submitted by Veronica Potenza

Recent tech class topics included deactivating Gmail accounts, updating a laptop, and changing default settings.

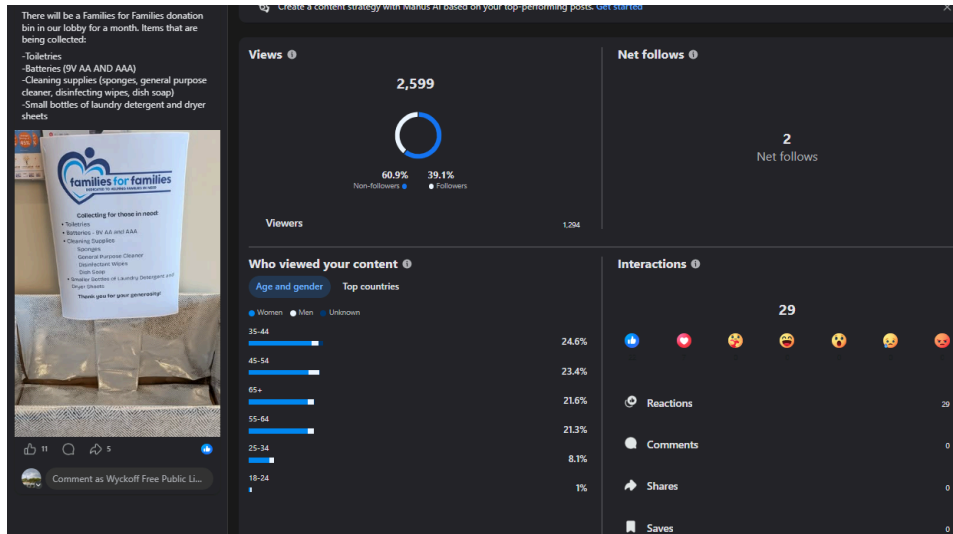
Veronica contacted the Talking Book and Braille Center to find a better option for loading audiobooks onto the BARD player, as most flash drives do not fit easily. She was provided with information about various organizations that sell cartridges built for the players and the library purchased some from the National Federation of the Blind. This makes the players much more accessible.

Top Facebook post from the last 28 days (as of 4/6/26):

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**MakerSpace**

A patron read *Project Hail Mary* with his book group and said it's the one book so far they unanimously enjoyed. He asked Veronica for help 3D printing keychains for his fellow members. They depict the falling astronaut on the book cover.



**Professional Development**

I attended BCCLS System Council and BCCLS Policy & Procedure Committee meetings. Susan Valenta and her co-chair of the BCCLS Circulation Committee are finalizing details for the upcoming Spring Circulation Meetings. These meetings provide critical training for staff at all 78 libraries.

**Buildings & Grounds**

Orange & Rockland repaired a light that was out in the parking lot.

**Community Outreach**

As part of Ridgewood Water's buildout for treatment and removal of PFAS chemicals from the water, they uncovered cultural resources at the Cedar Hill water property in Wyckoff. Ridgewood Water, as required by the USEPA and NJDEP, needs to display signs at the site and two indoor public locations. One location will be Ridgewood Water Headquarters. The library agreed to serve as the second location for approximately one year. The board is currently located on the lower level, but we will move it to other areas to maximize exposure. Detailed information can be found at: <https://water.ridgewoodnj.net/minature-castles-cedar-hill-well-field/>

**Friends of the Wyckoff Library**

The Friends continue to support the museum pass program and the ongoing digitization of local history materials. The Storm King Museum has reopened for the season and passes for the MoMA were added for 2026. The Friends will be hosting a staff appreciation lunch during National Library Week.

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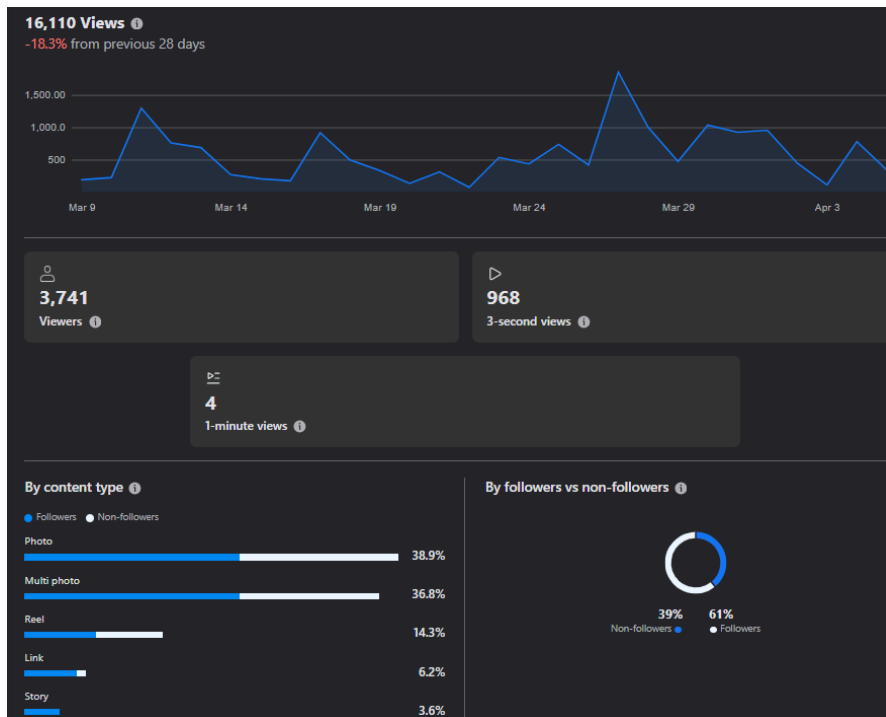
**March Circulation Report Highlights**

1. Circulation: The circulation of print materials is comparable to the previous year. Digital circulation continues to grow.

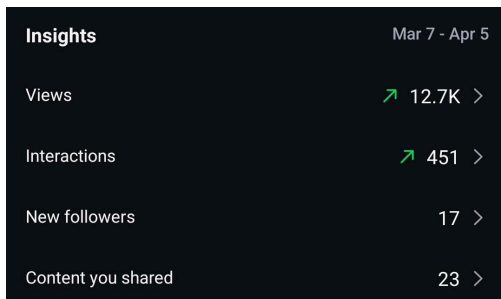
2. Meeting Room Use: This March did not see as many outside groups using the meeting rooms as other months. There were six uses (one rental, five Township) with 196 attendees.

3. Patron Engagement: The attendance for programs in every category was higher this March compared to last year. The library offered 74 programs with 1,266 attendees. 11,253 people visited the library in March, including the Coolidge School first-graders!

Below is a summary of Facebook activity for the last 28 days (as of 4/6/26):



Below is a summary of Instagram activity for the last 30 days (as of 4/6/26):



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The library's website had 7,616 views over the last 28 days (as of 4/6/26):

<input type="checkbox"/>	Page title and screen class +	↓ Views	Active users	Views per active user
<input type="checkbox"/>	Total	7,616 100% of total	2,710 100% of total	2.81 Avg 0%
<input checked="" type="checkbox"/>	1 Wyckoff Free Public Library	3,674 (48.24%)	1,733 (63.95%)	2.12
<input type="checkbox"/>	2 Events – Wyckoff Free Public Library	1,053 (13.83%)	446 (16.46%)	2.36
<input type="checkbox"/>	3 Children's Programs – Wyckoff Free Public Library	311 (4.08%)	142 (5.24%)	2.19
<input type="checkbox"/>	4 Adult Programs – Wyckoff Free Public Library	223 (2.93%)	142 (5.24%)	1.57
<input type="checkbox"/>	5 Museum Passes – Wyckoff Free Public Library	220 (2.89%)	136 (5.02%)	1.62
<input type="checkbox"/>	6 Private Study Rooms – Wyckoff Free Public Library	175 (2.3%)	99 (3.65%)	1.77
<input type="checkbox"/>	7 Ramapo High School Yearbooks – Wyckoff Free Public Library	159 (2.09%)	102 (3.76%)	1.56
<input type="checkbox"/>	8 Maker Space – Wyckoff Free Public Library	107 (1.4%)	68 (2.51%)	1.57
<input type="checkbox"/>	9 New York Times Digital Access – Wyckoff Free Public Library	103 (1.35%)	44 (1.62%)	2.34
<input type="checkbox"/>	10 Contact Us – Wyckoff Free Public Library	93 (1.22%)	65 (2.4%)	1.43

**X. Committee Updates and Current Action Items**

- a. Bequest Planning (Antonacci, DeKorte, Peters)
- b. Building and Grounds (Antonacci, Donato, Lane)
- c. Finance, Budget, Audit, Insurance (Antonacci, DeKorte, Saxton)
- d. Legal, State and Township (Chagares, Boonstra)
- e. Nominating (Donato, Peters)
- f. Personnel (Peters, Chagares)
- g. Policy (Peters, Saxton) - Private Tutoring Policy & 3D Printer Policy

The 3D Printer Policy language was updated.

Motion by Donato seconded by Peters to approve updated 3D Printer Policy language.  
Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton.  
Abstaining: None.

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The Private Tutoring Policy was introduced. The draft had been previously discussed and was reviewed by the attorney. Ms. Leonard will review with school administration.

Motion by Peters seconded by DeKorte to approve updated Private Tutoring Policy.  
Voting in favor: Antonacci, Boonstra, Chagares, DeKorte, Donato, Lane, Macaluso, Peters and Saxton.  
Abstaining: None.

h. Strategic Plan (Chagares, DeKorte, Macaluso)

**XII. Adjournment**

Motion by Boonstra to adjourn the meeting, seconded by Donato.  
All were in favor and the meeting adjourned at 8:32 p.m.

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Brian Saxton, Board President

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Laura Leonard, Library Director