

FINAL

WYCKOFF LIBRARY BOARD OF TRUSTEES MEETING MINUTES

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

I. **Open Public Meetings Act Statement**

a. "The July 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, Kathy Lane, Donna Macaluso, Lori Peters and Brian Saxton

Arrived 7:33: Rudy Boonstra

Absent: Tony Donato

Staff Attendance:

Laura Leonard, Director and Kyanna Gonzalez, Recording Secretary

III. **Public Comment**

No public is in attendance.

IV. **Board Business**

Changes to Continuing Education requirements per the New Jersey State Library. Each board member must complete two hours of CE per year. Previously the board had to complete seven hours total. The deadline to complete hours is the end of December.

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 Chagares seconded by Peters to approve the June 17, 2026, Board of Trustees Regular Meeting Minutes.

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

Abstaining: None

Absent: Boonstra and Donato

VI. **Treasurer's Report**

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

Line 25 is off by \$92 due to a voided check to Staples

Line 49 Rizzo events consist of family concerts held in the spring, the author luncheon and two summer programs for kids.

Motion by DeKorte seconded by Peters to approve the June Treasurer's Report.

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

Abstaining: None

Absent: Donato

b. July Voucher list

Ms. Leonard reviewed the voucher list.

Motion by DeKorte seconded by Chagares to approve the July voucher list

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

Abstaining: None

Absent: Donato

c. Resolution 2026:09

**WYCKOFF FREE PUBLIC LIBRARY
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION # 2026 - 09**

JULY 15, 2026

**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
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).

Gather, Create, Nourish, 27507, \$600.00 7/08, 7/15, 7/22 Mahjong

The Artful Easel, 27513, \$400.00, 7/21 Children's Painting

Ian Drake, 27509, \$300.00, 7/21 Lecture

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The Wetlands Institute, \$578.00, 7/23 Children's Prgm
Chris McCormack, 27508, \$299.00, 7/30 Lecture
Juggling Hoffmans, 27515, \$750.00, 8/5 Children's Prgm
City Winds Trio, 27512, \$450.00, 8/6 Children's Prgm
Mayernik Kitchen, 27511, \$350.00 8/11 Cooking Prgm
Liberty Science Ctr, 27510, \$750.00, 8/13 Children's Prgm

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
JULY 15, 2026.

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.

VINCE ANTONACCI, BOARD TREASURER

Motion by Peters seconded by Chagares to approve Resolution 2026:09.
Voting in favor: Antonacci, Boonstra, DeKorte, Lane, Macaluso and Saxton
Abstaining: None
Absent: Donato

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d. Resolution 2026:10

**WYCKOFF FREE PUBLIC LIBRARY
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION NO. 2026-10**

INTRODUCED:

SECONDED:

MEETING DATE July 15, 2026

**REFERENCE: Authorize payments to vendors in
August when a board meeting
is not scheduled**

VOTE: ANTONACCI___ CHAGARES ___ DEKORTE ___ DONATO ___ LANE ___

MACALUSO ___ BOONSTRA ___ PETERS ___ SAXTON ___

WHEREAS, the Wyckoff Free Public Library has a real need to pay its bills every month without delay or omission to keep the Library operating without interruption; and

WHEREAS, the procedure requires the Board of Trustees to review and approve all bills before the Director is authorized to release payment of claims and this review occurs at the Board's regular monthly meeting; and

WHEREAS, the Board has decided not to meet during the month of August 2026;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Wyckoff Free Public Library as follows:

1. The Library Director is hereby authorized to pay all August bills that cannot be held until September after acquiring signatures from two trustees, one of whom will be the Treasurer, without first presenting these checks to the full Board.
2. The Administrative Assistant/Bookkeeper will follow her usual and customary procedure and not release any checks without first obtaining vendor signatures on the vouchers.
3. These payments will be added to an August Voucher List that will be approved by the Board at their September meeting after these payments have been made, and therefore included in the Library's permanent financial records.

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4. The list of all vendors who have submitted valid claims that will be paid in August and the Bookkeeper's estimate of what these bills may amount to is attached to this resolution. The Board understands and accepts that these are only estimates and the actual amounts may vary.

5. The Treasurer shall certify that funds are available for each claim to be paid prior to the Library Director's authorizing payments.

Attest: _____

By: _____

Resolution # 2026 - 10

Estimate to pay bills in August

1. Advanced Cleaning	\$2,195.00
2. Amazon - DVD's	\$400.00
3. Amazon – Supplies/Maker	\$500.00
4. Amazon - Books	\$300.00
5. Amazon Video games	\$400.00
6. Blackstone Audio	\$250.00
7. Broadvoice	\$570.00
8. Cartridge World	\$400.00
9. Cengage Learning	\$400.00
10. Demco	\$150.00
11. Denise Marchetti	\$300.00
12. Dolores Goetschius	\$100.00
13. Donna Barone	\$300.00
14. DeLage Landen	\$420.00
15. Environmental Climate Control	\$600.00
16. Heather Layng	\$75.00
17. Horizon Pest Control	\$58.00
18. Ingram	\$9,000.00
19. Jill Slater	\$300.00
20. Johns Aquarium	\$250.00
21. Laura Leonard	\$100.00
22. Lingo	\$230.00
23. Midwest Tapes	\$2,500.00

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24. OCLC	\$614.00
25. Overdrive	\$6,500.00
26. Petty Cash	\$200.00
27. PSE&G	\$500.00
28. Presentation Systems	\$240.00
29. ReadyFresh/Primo Brands	\$200.00
30. RockCollageJJPBey	\$300.00
31. R & S Landscaping	\$710.00
32. Riley McArthur	\$150.00
33. Rockland Electric	\$6,000.00
34. Staples Advantage	\$500.00
35. T-Mobile	\$145.00
36. Township of Wyckoff	\$54,244.46 (Maint Lib Grnds/Pension/Payroll)

Motion by Peters seconded by Chagares to approve Resolution 2026:09.

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

Abstaining: None

Absent: Donato

VII. New Business

a. BCCLS Update - Bayonne

Bayonne's application for membership in BCCLS was approved at the June System Council meeting. Their membership officially begins on January 1.

VIII. Ongoing Business

a. Summer Reading

Typically, there are big crowds during summer programs and good participation. Summer reading continues through August 28.

IX. Director's Report

Snapshots from the Library

Two of our pages are graduating! They both worked at the library all four years of high school. They will be missed.

We wish Maddie Kincel all the best on her graduation from Indian Hills High School. Maddie was a member of the IHHS Gymnastics team and Model UN. She earned a Verbal Commendation for representing Mexico in the World Health Organization (WHO). Maddie has been a vital member of our staff as a page for the Adult area.

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Bella Ragone, recently graduated from Immaculate Heart Academy. She was class valedictorian and also won a Chamber of Commerce Scholarship. We are very proud of all of Bella's accomplishments. It has been a pleasure having such an outstanding page in the Children's Room since March, 2022. We are super excited for her as she heads off to NJIT in the fall.

Administrative

Since the library is a member of the Chamber of Commerce, our employees are eligible to apply for scholarships during their senior year. Each year I provide the application to all the senior students. This year Bella Ragone, a four year employee was presented with a scholarship!

I responded to a press inquiry from the Bergen Record regarding Wyckoff's Centennial.

We had a staff meeting on June 12th. During the meeting we reviewed the summer reading programs for adults, teens and children, as well as the BCCLS Passport Contest. Staff reviewed Priority 1 of the Strategic Plan, Engage the Community through Collections, Programs and Outreach. We discussed various patron interaction scenarios and ways to enhance engagement with the physical collection. I reviewed the new Tutoring Policy and Veronica Potenza discussed updates to the 3D Printer Policy. I clarified questions related to the new online payroll system. I shared the agenda and supporting documents with all staff members, including those who were unable to attend. Clarifications surrounding circulation procedures were discussed.

Rizzo Children's Room, submitted by Denise Marchetti

I attended a Youth Services workshop at Hasbrouck Heights Library on May 29th. It's always great to share thoughts, experiences, and ideas with fellow children's librarians! I came away with many creative programming ideas that I'd love to try at our library!

Summer is coming super fast! The Children's staff are doing an amazing job getting ready for the big day, June 22nd! Donna Barone has been working on preparing our StoryWalk, *If You Happen to Have a Dinosaur* by Linda Bailey and Colin Jack. Dolores Goetschius is creating our bulletin board, and Heather Layng is decorating our windows!

I've reached out to the BOE to include our summer flyer in the Friday folders, and I've shared all the details with our school media specialists so they can talk it up to all their classes. We will include the suggested summer reading list books on our display shelves.

I'm looking forward to an awesome summer at our library, one that is filled with fun literacy, learning, making, and creating activities for kids of all ages as well as a variety of entertaining family shows, and an opportunity for friends and neighbors to gather and build community.

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Adult, submitted by Michael DeVincenzo and Susan Valenta

In honor of Wyckoff's Centennial, the library hosted a 1926 themed Murder Mystery Night on June 5 with approximately 70 guests in attendance. A huge thank you to our staff for preparing the space and assisting patrons - their efforts were essential to creating a welcoming and enjoyable experience for everyone who attended. I would also like to thank John Paul, a member of the Friends of the Wyckoff Library, for taking on the role of Henry Kauffman, the murder victim! Staff and patrons embraced the 1926 theme, helping to create an immersive atmosphere that contributed greatly to the overall experience.



There has been a tremendous positive response from the community. I have already received two email messages, a handwritten note and a framed photo of the staff from attendees expressing their appreciation for the program and praising the library for hosting such a memorable event.

June features the launch of our Adult Summer Reading event for 2026. We will feature our traditional raffle drawings for prizes throughout the summer! Susan and Riley are furiously designing and completing the lobby decorations with plenty of assistance from Veronica and Richard Valenta. We will be installing our own personal Jurassic Jungle and Fossil Museum with the assistance of other staff and their family members on Sunday 6/21/26.

June events for adults include:

- A lecture on the history of Central Park with returning historian Mario Medici
- A workshop on mediation led by mediator and author Tracy Flaherty
- A presentation by the Museum of Early Crafts and Trades (Madison NJ) on common household objects found in American homes 200 years ago. This is part of our celebration of the 250th anniversary of the United States.

We recently received two generous donations in the memory of David Merdler, who was a big fan of science fiction. We added over \$300 dollars worth of new books to our Science Fiction collection thanks to these donations. The family of Lorraine Payro also suggested that people consider donating to our library in lieu of flowers. Donated funds will be used to purchase books by authors who were meaningful to Lorraine.

ESL

The Wyckoff Public Library's ESL program is celebrating its two year anniversary this month. Our program is flourishing thanks to everyone's hard work, especially our coordinator Therese Jones.

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One of our ESL instructors would like to start a conversation class for our students. The tutors will be asking their students what dates & times work so we can try to get a consensus and start a group.

Our organization also works with adults who are fluent English speakers but are having difficulties with reading and/or writing. There currently is one student at Montvale who is working on improving these skills. If you know of anyone who could qualify, please let me know.

Teen, submitted by Riley McArthur

Our new summer reading challenges on the ReadSquared platform are almost ready for launch! I am very optimistic about ReadSquared and believe it is a great addition to our program. The site and mobile app are easy to use, and the website will help staff keep track of the teens' progress this summer.

One of our teen volunteers, Lucas, is helping us to construct dino-themed decorations for the summer, and has been working on an independent project intended to add display options to the teen collection shelves.

We recently hosted Veronica from the Center for Mind Body Balance for a teen-centered mini yoga-retreat. This program is a newer offering and I am so happy to report that we had a great turnout. Veronica led the group through self-affirmations, breathing exercises, and yoga poses, and focused on encouraging the teens to reflect and relax. Feedback from the attendees was very positive, and I hope to collaborate with the Center again in the future.

On June 17th, Jen Perry, Wyckoff resident and high school guidance counselor, will present the first of three programs to help students and their families with the college application process.

Technology/Social Media, submitted by Veronica Potenza

Recent tech classes included AI/Chat GPT basics and how to create an Instagram/Threads account.

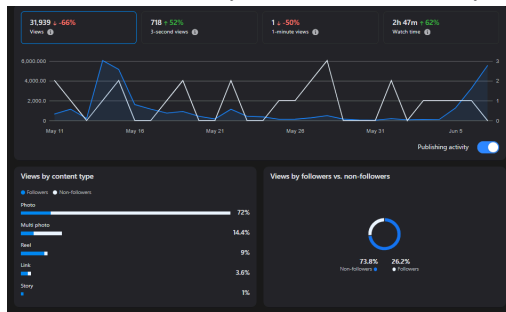
The Talking Book and Braille Center will be sending the library the new Digital Advanced Player 2 (DA2) for Veronica and Therese to trial. This new audiobook player has wifi capabilities so we can download audiobooks directly to the device. This streamlines the process and makes the player more accessible to patrons.

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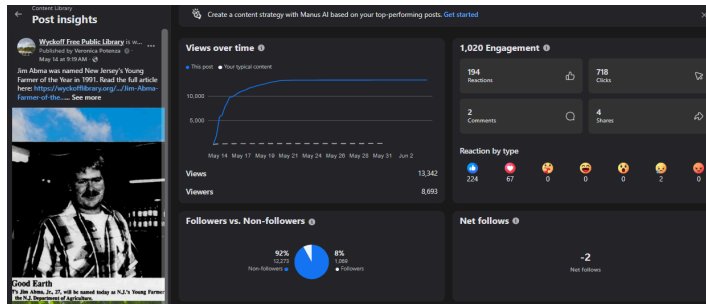
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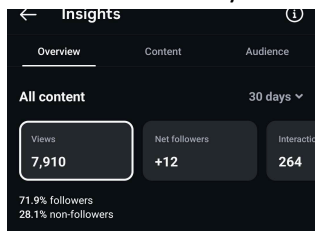
Below is a summary of Facebook activity for the last 28 days (as of 6/8/26):



The top Facebook post from the last 28 days (as of 6/8/26):



Below is a summary of Instagram activity for the last 30 days (as of 6/8/26):



The library's website had 7,408 views over the last 28 days (as of 6/8/26):

	Page title and screen class	Views	Active users
	Total	7,408	2,916
		100% of total	100% of total
1	Wyckoff Free Public Library	3,440 (46.44%)	1,779 (61.01%)
2	Events - Wyckoff Free Public Library	907 (12.24%)	390 (13.37%)
3	Children's Programs - Wyckoff Free Public Library	351 (4.74%)	145 (4.97%)
4	Adult Programs - Wyckoff Free Public Library	212 (2.86%)	142 (4.87%)
5	Museum Passes - Wyckoff Free Public Library	172 (2.32%)	94 (3.22%)
6	Ramapo High School Yearbooks - Wyckoff Free Public Library	169 (2.28%)	115 (3.94%)
7	Maker Space - Wyckoff Free Public Library	131 (1.77%)	91 (3.12%)
8	Private Study Rooms - Wyckoff Free Public Library	112 (1.51%)	70 (2.4%)
9	WiFi, printing, & scanning - Wyckoff Free Public Library	109 (1.47%)	59 (2.02%)
10	Hours/Holidays - Wyckoff Free Public Library	94 (1.27%)	72 (2.47%)

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MakerSpace

Robyn Fuchs joined the team as our new Maker Mentor earlier this year. She is offering small group classes and one-on-one appointments. She will be leading painting classes for adults, teens and kids over the summer.

Veronica Potenza and Riley McArthur assist with 3D printing requests (15) as well as Cricut requests. Reference staff members printed over 30 posters for patrons in April and May.

Professional Development

I attended the eBookin on a Budget presentation by Overdrive and a BCCLS information session about validating patron addresses for online library card applications.

Susan Valenta led three BCCLS' trainings in her role as Circulation Committee Co-chair. Darcie Roberts attending the Spring 2026 Circulation Meeting held in Westwood.

Buildings & Grounds

Community Outreach

Thank you to Veronica Potenza for delivering books to residents at the Christian Health Care Center on May 27th with our volunteer Rosemary Brennan.

On May 29th I made my quarterly visit to the Hope Christian Center to present to the participants of their day program.

On June 9th we had the first Book Club meeting with 10 members of the YMCA 21+ program. We will meet again in July.

We sent the following to be approved and distributed to the public schools:

- Follow-up letter to all First Grade families
- Children's Summer Reading Program flyer to all K-4 grade families
- Teen Summer Reading Program flyer to all 5-8 grade families

As described above, Denise Marchetti hosted and visited numerous groups and classes.

I sent an email to the Supervisors of the Art & History program offering withdrawn oversized books that I thought might be useful in support of their staff and students. They picked up approximately 10 books. I

We shared information about upcoming events with the Wyckoff Historical Society & Activities Unlimited.

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Friends of the Wyckoff Library

The Friends of Wyckoff Library met on June 9th. Updates were provided about the ongoing booksale; the museum pass program; book club; and delivery to Christian Health Care. Bands for the holiday concert were proposed.

May Circulation Report Highlights

1. Circulation: The circulation of print materials is comparable to the previous year (15,060 in 2026, 14,314 in 2025) with slight increases in FIC, JUV, Teen and Periodicals. NF has declined slightly and physical media for all ages continues to decline. Digital circulation continues to grow. We are receiving new print material in a much more timely manner than in 2025 when there were significant delays due to vendor issues.

2. Meeting Room Use: This May one less outside group used the meeting compared to last year. There were seven uses (five rentals, two Township) with 187 attendees.

3. Patron Engagement: The library offered 70 programs with 1,192 attendees. 10,506 people visited the library in May, including the Sicomac & Washington School first-graders! The foot traffic for Early Voting and Primary Day was minimal this cycle.

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)

Mr. Boonstra gave an update from the Township Administrator about health benefits.

- e. Nominating (Donato, Peters)
- f. Personnel (Peters, Chagares)
- g. Policy (Peters, Saxton)
- h. Strategic Plan (Chagares, DeKorte, Macaluso)

XI. Adjournment

Motion by Peters to adjourn the meeting, seconded by Chagares.

All were in favor and the meeting adjourned at 8:18 p.m.

Brian Saxton, Board President

Laura Leonard, Library Director