

FINAL

**WYCKOFF LIBRARY BOARD OF TRUSTEES
November 20, 2019 Board Meeting Minutes
7:30 PM, Wyckoff Public Library, 200 Woodland Avenue**

“The November 20th 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 Annual Schedule of Meetings. 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, The Ridgewood News and the North Jersey Herald and News – all newspapers having general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting the Agenda thereof was similarly posted, filed and mailed to said newspapers.” Formal action may be taken at this meeting.

Board Member Attendance:

Present: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Absent: Brian Saxton

Staff Attendance: Laura Leonard, Library Director and Giulia Bombace, Recording Secretary

Public Comments: None

Open Session

Board Business:

Sadly, the library attorney passed away. We are looking for an attorney who has experience with library and municipal issues. Ms. Leonard sent out a survey to other BCCLS Directors and collected a compilation of names of attorneys that specialize in municipal and library Law. Mrs. Chagares has been given those names. Ms. Leonard will be reaching out to the current firm, as well as contacting two of the recommended attorneys to find out rates and availability.

Construction/Building Update:

Other construction / building matters (miscellaneous repairs)
Nothing at this point.

Secretary's Report:

The October 16, 2019, Wyckoff Library Board of Trustees Meeting Minutes were previously distributed to the Board of Trustees. Mrs. Chagares invited questions. There were none.

Motion by Tony Donato seconded by Lori Peters to approve the October 16th, 2019 Board of Trustees Regular Meeting Minutes.

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Voting in favor: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Treasurer's Report

Treasurer's Report - Operating

The October 2019 Treasurer's Report was distributed and Mrs. Chagares invited questions or comments.

Motion by Lori Peters seconded by Brian Eller to approve the October Treasurer's Report.

Voting in favor: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Voucher List

The November 2019 Voucher List was distributed and Mrs. Chagares invited questions or comments.

Motion by Vince Antonacci seconded by Tony Donato to approve the November Voucher List.

Voting in favor: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Resolution #2019:15 Payment of Vendors in Advance

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,

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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).

Christine Hsiao, \$260.00, check #23493, Children's Felting Program 11/26

Mosaic Glassworks, \$465.00, check #23479, Children's Mosaic Workshop 12/10

Motion by Lori Peters seconded by Tony Donato to approve Resolution 2019-15.

Voting in favor: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Other Financial Matters

General

Budget proposal - Part 1

A carefully prepared personnel portion of the budget was presented. Ms. Leonard had previously shared two versions of the budget with Lauren Dekorte and Brian Saxton of the Budget & Finance subcommittee. Adjustments were proposed based on changes to the minimum wage law and job duties. Staffing levels were considered and adjusted in light of workflow changes resulting from the new delivery service. Ms. Leonard fielded questions and some minor revisions were made.

Motion by Brian Eller seconded by Lori Peters to approve 2020 Personnel budget.

Voting in favor: Vince Antonacci, Peggy Chagares, Lauren DeKorte, Tony Donato, Brian Eller, Lauren McCarthy, Lori Peters

Macmillan eBook Boycott

Ms. Leonard attended an BCCLS Executive Board meeting today. The Executive Board has decided on a temporary boycott of ebooks by Macmillan Publishers for the BCCLS central collection starting tomorrow in response to a restrictive embargo being imposed on public libraries. BCCLS System Council will vote on a six month boycott at their December 19th meeting. BCCLS has released a statement as to the reasoning behind this decision. About 40 libraries within BCCLS are Advantage Plus members which means they can purchase additional copies of ebooks. BCCLS cannot dictate what individual libraries do with their money, however

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the majority of BCCLS Advantage members are boycotting Macmillian ebooks as well. Wyckoff will still purchase print copies of Macmillian titles and may buy additional copies to offset the demand of these titles. Mr. Antonacci asked how would this impact patrons. Ms. Leonard stated that it will mean patrons would not have access to certain books as ebooks. It is proposed that the boycott will go on for 6 months and then be reassessed at that time. Information will be available about the boycott and embargo on the website. It is important to communicate to publishers the importance of access to material in all formats via a public library. Macmillian is the first publisher to impose such an embargo. The hope is that the boycott will make other publishers aware of the importance of accessibility issues. The board agreed that Wyckoff will join the boycott.

Old Business

Lighting project

The upgrade to LEDs as part of the NJ Direct Install program is complete.

Director's Report

Mrs. Chagares and Mr. Donato agreed that the Director's Report was a great snapshot of what is going on in the library.

Library staff were present on the lower level during Election day. Staff presented information about the digital collections, museum passes, upcoming programs and various services. People were able to ask questions about the library and receive assistance with devices. The Circulation staff was also very busy with voters who renewed their library card or got new cards.

Three of the four 1st grade school visits are completed and they are going very well. The latest Leap into Science program, facilitated by Denise Marchetti and Dolores Goetchius, focused on wind. Denise and Dolores received training from the Franklin Institute in Philadelphia. Book Bundles is something new that has started this month. Books are being bundled together based on a theme. These bundles include fiction and nonfiction books. They have been circulating well.

The Friends of the Library Holiday Concert is on Sunday, December 8th at 2:00pm. The Library Holiday Party will be held on Friday, December 13th. The Library would close at 4pm instead of 5pm so staff could gather. Board agreed this would be a good idea.

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Committee Updates and Current Action Items

Buildings & Grounds Subcommittee

Mr. Donato spoke with a representative from the Historical Society. He is available evenings to show the mural. We are still unsure if this would be a permanent addition to the library. The mural is located in the education wing of the Wyckoff Reformed Church. The board has many questions that would still need to be answered about possible condition and storage of the mural. Also, at this time we do not have an attorney to answer further questions if we do decide that it is something we would like to display at the library.

Nominating Subcommittee

Peggy Chagares was thanked for her 3 years as President. The board has nominated Lori Peters. Ms. Peters would serve 2 years as president. The official vote will be held in December. Mrs. Chagares will reach out to the Mayor to see if a new person has been appointed as liaison from the Township Committee to replace Brian Scanlan.

Adjournment

Motion by Lori Peters seconded by Brian Ellers to adjourn the meeting.

All were in favor and the meeting was adjourned at 8:50PM.

The next meeting will be held on December 18, 2019.

Peggy Chagares, Board President

Laura Leonard, Library Director