

FINAL

**WYCKOFF LIBRARY BOARD OF TRUSTEES
MEETING MINUTES**

FEBRUARY 26, 2026 at 7:30 PM, Wyckoff Public Library, 200 Woodland Avenue

I. Open Public Meetings Act Statement

a. "The February 26th 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. Formal action may be taken at this meeting.

II. Call to Order and Attendance:

ANTONACCI x BOONSTRA x CHAGARES x DEKORTE x
DONATO x LANE x MACALUSO x PETERS 0 SAXTON x

Staff Attendance:

Laura Leonard, Library Director

III. Public Comment

None

IV. Board Business

Revised meeting date schedule - The March meeting will be held on March 25, not March 18.

V. Secretary's Reports

The minutes were distributed prior to the meeting. Mr. Saxton invited questions. No questions or corrections.

Motion by Donato seconded by Chagares to approve the January 21, 2026 Board of Trustees Regular Meeting Minutes.

ANTONACCI x BOONSTRA x CHAGARES x DEKORTE x
DONATO x LANE x MACALUSO x PETERS 0 SAXTON x

VI. Treasurer's Report

a. January 21 Treasurer's Report

The January 21 Treasurer's Report was distributed and Mr. Saxton invited questions.

Motion by Chagares seconded by Donato to approve the December Treasurer's Report.

ANTONACCI x BOONSTRA x CHAGARES x DEKORTE x
DONATO x LANE x MACALUSO x PETERS 0 SAXTON x

b. February 2026 Voucher List

The February 2026 Voucher List was distributed for approval and Mr. Saxton invited questions.

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Motion by Chagares seconded by Donato to approve the February 2026 Voucher List.

ANTONACCI x BOONSTRA x CHAGARES x DEKORTE x
DONATO x LANE x MACALUSO x PETERS 0 SAXTON x

c. Resolution 2026:04

**WYCKOFF FREE PUBLIC LIBRARY
COUNTY OF BERGEN
STATE OF NEW JERSEY
RESOLUTION # 2026 - 04**

**INTRODUCED: DeKorte
February 26, 2026**

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

**VOTE: ANTONACCI_x__ BOONSTRA __x_ CHAGARES _x__ DEKORTE _x__ DONATO _x__
LANE _x__ MACALUSO _x__ PETERS _0__ SAXTON _x__**

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).

Eddi Khaytman, 27220, \$325.00, 2/24 AI Presentation
The Artful Easel, 27224, \$400.00, 2/24, 3/10 Zoom Sketch
Mayernik Kitchen, 27228, \$350.00, 2/25 Tea Demonstration
Steph's Baking Boutique, 27221, \$375.99, 2/26 Cupcake class
2 Chicks with Chocolate, 27262, \$570.00, 3/5 Cocoa Pairing

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Ants in the Pants, 27227, \$550.00, 3/7 Children's Performance
Joel Farkas, 27223, \$275.00, 3/9 War Lecture
Gretchen Corsillo, 27219, \$250.00, 3/12 Tarot program
Marty Gitlin, 27222, \$175.00, 3/19 Film Adaption program
The Artful Easel, 27225, \$200.00, 3/24 Zoom Sketch
Janet Mandel, 27229, \$360.00, 3/24 Presentation

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 FEBRUARY 26, 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 DeKorte seconded by Chagares to approve Resolution 2026:04.

ANTONACCI x BOONSTRA x CHAGARES x DEKORTE x
DONATO x LANE x MACALUSO x PETERS 0 SAXTON x

d. Other Financial Matters: none

VII. New Business

a. Author Luncheon

Ms. Leonard distributed a flyer advertising the author luncheon featuring Jill Santopolo to be held on April 22 at the Indian Trail Club. This is a Rizzo event.

b. Library Card Design Contest

Ms. Leonard distributed a flyer advertising the contest and reminded Board members to spread the word. Entries are due by March 8th. Ms. Leonard thanked Mrs. Macaluso and the schools for helping to disseminate the information.

VIII. Ongoing Business

a. OPMA Legal Notice Update

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Ms. Leonard reported on the work she has done to comply with the new public notice requirements (P.L. 2025, c. 72), aka OPMA Legal Notices. As of March 1, 2026 municipal agencies must post legal notices on their websites. Ms. Leonard directed Veronica Potenza to create a Legal Notices page on the library's website. Ms. Leonard consulted the Township Clerk to confirm that our page meets requirements along with reviewing the ad requirements. Ms. Leonard drafted the ad and submitted it to Ridgewood News to run twice monthly as is required. The Secretary of State has yet to create the database that we must submit our website link to, but Ms. Leonard will submit as soon as it is available.

IX Director's Report

Ms. Leonard answered questions about the previously distributed report (see below)

Day in the Life

The family who owns Abbie's Diner in town asked about historical photos of Wyckoff to decorate with. Veronica Potenza told them about the History Room, gave them some books to check out, and showed them how to navigate and print from the digitized local history collection and offered the poster printer for any large prints they need. They came back a few days later and Michael and Therese completed some prints for them.

Susan Valenta shared a story that reinforces what a positive force the people in our Yarn Therapy Group, aka yarniacs, can have on this world. Tony, a long-time group member, contacted Susan a few weeks ago asking if she could complete an amigurumi doll for a little girl from Hawthorne who is undergoing cancer treatment. Susan knew that this wasn't something she could get done quickly so with the help of Riley McArthur, Teen Librarian, she contacted a Ramapo High School student to ask if she would take up the challenge. Erin, who volunteers at the library, said she would love to do it and she returned the completed doll about a week later. Tony is arranging delivery to the family. As you can see, it came out beautifully.



Veronica Potenza downloaded several books for the BARD player for a patron who is blind as the result of an unsuccessful eye surgery. He said reading was his greatest joy and the player is a lifesaver for him.

A patron requested a particular book in large print. I did some research and the book is not yet available in large print. I emailed the patron to explain the sources I checked and to let her know that I was waiting for a confirmation of an April publication date with our vendor. I received the following response:

"Thank you so much for looking for me! You and the staff are the best thing about our awesome library! I have it on audio from Libby so I'm all set!"

The public is really enjoying our quippy little "shorts/reels" on life in the library. Patrons comment on how funny they are all the time.

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Storytime with Mr. Corbitt in April, and Jiggly Wiggly with Miss Valerie in May. I'm hoping that families will enjoy these classes that will be filled with stories, music, and movement!

A Boy Scout leader reached out to me about displaying the Boy Scouts' Pinewood Derby in March. This is always a popular display!

It's been a cold and snowy winter, but a sure indication that spring is coming is that we have our first 1st Grade visit on the calendar! Coolidge 1st graders will be visiting us on March 25th to get their very own library cards!

Adult, submitted by Michael DeVincenzo

Our February lineup of programs for adults features our usual wide variety of topics for our residents to enjoy. Some of the offerings include a "sound bath" program designed to help our community relieve some stress, a cupcake decorating workshop that will send each attendee home with a half a dozen custom cupcakes, and a lecture by AI expert Edie Khatyman to help our community get a clearer picture of the next significant paradigm shift in technology on the horizon. Finally, our month concludes with a tea blending program hosted by Mayernik Kitchen, and patrons will be able to create and take home their own customized tea blend.

The large-scale weeding project in the adult collections (both fiction and non-fiction) that began last year has been completed. There is now space throughout the collections for new materials to be integrated into our collection.

Our Library Card Design contest launched on February 1st and submissions will be accepted through March 8th. Thank you to Susan Valenta & Darcie Roberts for creating the templates and flyers. Laura Leonard shared the information with the Wyckoff public schools and the RIH district.

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.

Teen, submitted by Riley McArthur

Volunteering for the Spring session is in full swing. My in-person group of teen volunteers has been settling in and helping to take care of shelving and organizing the collection. I have also received numerous inquiries from 7th grade students who are looking to earn service hours for Junior NHS. These students will be working on the volunteer packet, which will be utilized to create sharable readers' advisory materials like bookmarks, lists, and social media posts.

I am continuing my annual review and update of our teen resources and reader's advisory lists, both online and in person. Over the next few weeks, I will be compiling feedback from my coworkers and our teen patrons to decide next steps.

I am still in the midst of reviewing statistics for the teen collections, which will help as I navigate my next weeding project, as well as with a potential reorganization of the materials. I am interested to see what benefits a grade-related categorization system could provide our patrons, and what the best method of doing so will be. I have reached out to colleagues at the schools, as well as a few at local libraries to see what their system is and what the experience has been like.

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Technology/Social Media, submitted by Veronica Potenza

January Technology class sessions covered topics that included iCloud help, creating a Gmail, and the difference between various browsers.

Top Facebook post from the last 28 days (as of 2/10/16):



MakerSpace

Riley McArthur cleaned and organized the Makerspace. In the meantime, experienced patrons continued to use the sewing machine and Cricut for projects. Riley, Veronica Potenza and I are currently training the new Maker Mentor, Robyn Fuchs.

Professional Development

I attended the NJLA Conference in Atlantic City from February 18-19. I attended the following sessions:

- Opening Keynote featuring School Library Journal Librarian of the Year, Amanda Jones
- Bridging the Gap: Empowering Students with Library Cards through School Partnerships
- Spotting the Synthetic: Library Strategies for AI Misinformation
- Marketing the 250th: Commemorating the American Revolution
- NJLA update
- Honors & Awards Presentation
- State Librarian's Breakfast
- All in Using Library Resources to target Niche patrons
- Level Up Your Library with Teen Volunteers
- Local History for Modern Media
- Closing Keynote featuring Mychal Threats, PBS Librarian, host of Reading Rainbow

I attended a BCCLS Policy & Procedure meeting and a BCCLS Strategic Plan meeting.

Susan Valenta attended a BCCLS Committee Chair meeting and led a Circulation meeting.

Buildings & Grounds

On January 29th as staff were preparing to close they heard the Fire Alarm annunciator, checked the panel to see a sprinkler valve error on the display. I contacted Associated Fire and met a technician at the library. The valve repair was completed quickly and the system was operational.

The Elevator and chair lift passed annual inspections. The following week staff observed that the elevator doors would not fully close and therefore it was not operational. A technician was called for a repair.

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A portion of the gutter downspout fell off on February 10th which may have been the result of heavy ice in the gutters. Josh Bandra and I moved the gutter, salted the area, placed a trash can and caution signs around the area. Staff monitored the melting and continued to empty the can throughout the evening. I extend our thanks to Wyckoff DPW who arrived the following morning to reconnect the downspout.

Community Outreach

I continue to visit Hope Christian Center quarterly. I appreciate the thank you note I received from the Outreach Coordinator.



Friends of the Wyckoff Library

The Friends will meet in March. They continue to fund digitization of local history material.

January Circulation Report Highlights

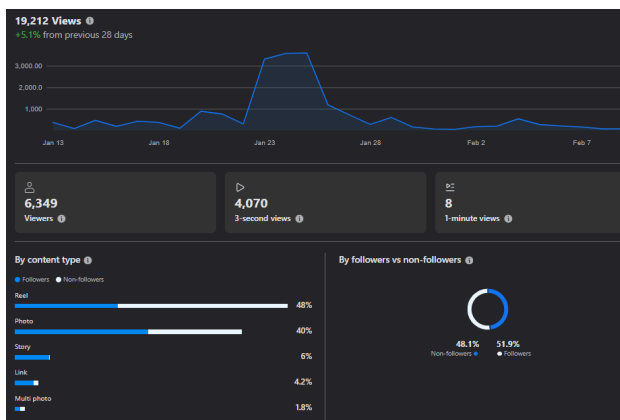
1. Circulation:

The circulation of print materials is comparable to the previous year. Digital circulation continues to grow. We were able to add more print materials than this time last year as a result of switching book vendors. Despite being closed for snow three times (two Sundays and one Monday) we had more visitors than last year.

2. Meeting Room Use: Room use increased slightly for both rentals and Township use as compared to 2025.

3. Patron Engagement: Patron visits were 9,096. This includes patrons visiting the library and attending programs.

Below is a summary of Facebook activity for the last 28 days (as of 2/10/26):



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Below is a summary of Instagram activity for the last 30 days (as of 2/10/26):



The library's website had 7,469 views over the last 28 days (as of 2/10/26):

	Page title and screen class	Views	Active users	Views per active user
	Total	7,469 100% of total	2,883 100% of total	2.59 Avg 0%
1	Wyckoff Free Public Library	3,847 (51.51%)	1,856 (64.38%)	2.07
2	Events – Wyckoff Free Public Library	812 (10.87%)	373 (12.94%)	2.18
3	Children's Programs – Wyckoff Free Public Library	289 (3.87%)	139 (4.82%)	2.08
4	Adult Programs – Wyckoff Free Public Library	210 (2.81%)	137 (4.75%)	1.53
5	Museum Passes – Wyckoff Free Public Library	177 (2.37%)	110 (3.82%)	1.61
6	Ramapo High School Yearbooks – Wyckoff Free Public Library	148 (1.98%)	106 (3.68%)	1.40
7	Private Study Rooms – Wyckoff Free Public Library	118 (1.58%)	65 (2.25%)	1.82
8	Teen Volunteers – Wyckoff Free Public Library	99 (1.33%)	60 (2.08%)	1.65
9	Hours/Holidays – Wyckoff Free Public Library	98 (1.31%)	69 (2.39%)	1.42
10	New York Times Digital Access – Wyckoff Free Public Library	97 (1.3%)	58 (2.01%)	1.67

3. BCCLS:
No update

X. **Committee Updates**

- a. Policy (Peters, Saxton) - Tutoring policy was discussed. Discussion points: whether students are Wyckoff residents, is money being exchanged, number of students are being tutored at one time

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by one person, what responsibility (if any) the library has for the students being tutored, is a policy necessary, should the policy be reviewed by an attorney.

XII. **Adjournment**

Motion by Donato to adjourn the meeting, seconded by Boonstra.

All were in favor and the meeting adjourned at 8:31 PM.

Brian Saxton, Board President

Laura Leonard, Library Director