

FINAL

WYCKOFF LIBRARY BOARD OF TRUSTEES
April 20th, 2022 Board Meeting Minutes
7:30 PM, Wyckoff Public Library and virtual

“The April 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 Cohen, Lauren DeKorte, Tony Donato, Lauren McCarthy, Lori Peters, Brian Saxton arrived at 7:42

Absent: Rudy Boonstra

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

Public Comments: None

Open Session

Board Business:

Secretary’s Report:

The March 16th, 2022 Wyckoff Library Board of Trustees Meeting Minutes was distributed and Ms. Chagares invited questions or comments.

Motion by Lori Peters seconded by Tony Donato to approve the March 2022 Secretary’s Report.

Voting in favor: Vince Antonacci, Peggy Chagares, Lauren Cohen, Tony Donato, Lauren McCarthy

Abstaining: Lauren DeKorte, Lauren McCathy

Treasurer’s Report

The March 2022 Treasurer’s Report was distributed and Ms. Chagares invited questions or comments. An edit needs to be made to this report. It will be revisited at the May 2022 meeting.

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Voucher List

The March 2022 Voucher list was distributed for reapproval of the updated version and Ms. Chagares invited questions or comments. Line 28 refers to an automatic debit for a 2-year contract with Bluehost for our website domain that was debited in March after the Board meeting.

Motion by Lori Peters seconded by Lauren Cohen to approve the March 2022 Voucher List.

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

The April 2022 Voucher list was distributed and Ms. Chagares invited questions or comments.

Motion by Lori Peters seconded by Brian Saxton to approve the April 2022 Voucher List.

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

RESOLUTION # 2022 - 08 : 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,

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).]

Beth Potter, #24974, \$175.00, Lecture 4/21
The Artful Easel, #24938, \$250.00 Painting class 4/26
Lourdes Osorio, #24936, \$125.00, Lecture 5/4

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Motion by Tony Donato seconded by Brian Saxton to approve Resolution 2022-08: Payment of Vendors in Advance.

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

Other Financial Matters

General

TBBC - BARD Device

The Wyckoff Library and the New Jersey Talking Book and Braille Center have a partnership to give patrons access to two BARD devices. Two staff members were trained on how to use the devices and help patrons. Access to similar players, physical books and physical audiobooks can be sent directly to patrons' homes. Ms. Leonard gave information and answered questions about the services available through the TBBC. The staff is also aware of the services provided through TBBC and can provide patrons with this information. This new service was publicized in the monthly enewsletter.

Ongoing Business

Meeting room policy review

The Meeting Room Policy was reviewed and revised. Ms. Leonard reviewed the revisions that were discussed at the last board meeting with the attorney. The attorney was very thorough in his review and revision of the policy. The Policy Committee reviewed the marked up revisions by the attorney.

Motion by Lori Peters seconded by Brian Saxton to approve the revised Meeting Room Policy with the addition of language to section 5 regarding liability.

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

NJ Health Connect @ Your Library

The Wyckoff Library is participating in this statewide program and has received two iPads. Patrons can use an iPad to make virtual health appointments, obtain access to telehealth apps, which can connect you to a doctor 24/7, read health information in your language, monitor COVID updates, obtain mental health support and utilize meeting apps, such as Zoom and Google Meet. Flyers have been sent out regarding this program. Staff has all been trained on how to use these ipads. When iPads are returned, all personal information is wiped clean.

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Frenkel Family Memorial donation

The Denise and Steve Frenkel Memorial Fund was created by the Frenkel and Reingold families to celebrate the lives and work of their parents and commemorate the 100th Anniversary of the Wyckoff Public Library, by establishing a permanent collection of educational materials for the study of Holocaust, Interfaith relations and the study of tolerance, mutual respect and acceptance. A dedication ceremony will be held on the 31st of May at 7:00pm. Invitations will be sent out to the Township Committee, school media specialist and the superintendent. Books purchased with this donation will be displayed in June.

Director's Report

Ms Leonard welcomed any questions about the report. The library hosted the first in-person First Grade visit since before Covid. It was a great day for students, teachers and library staff! We we welcome two additional schools virtually and one more in-person.

Committee Updates

Policy

Meeting Room Policy revision as discussed above.

Buildings and Grounds

Permits have been submitted for the upcoming project and materials have been ordered. Quotes for the AV updates are being gathered by Ms. Leonard. Proposals have been received from the following companies: Open Systems, Audio Visual Associates, and BIS Digital.

Adjournment

Motion by Brian Saxton second by Lori Peters to adjourn the meeting.
All were in favor and the meeting was adjourned at 8:54 P.M.

The next meeting will be held on Wednesday, May 18th, 2022 in person.

Margaret Chagares, Board President

Laura Leonard, Library Director