

Meeting Minutes
LIBRARY BOARD OF TRUSTEES
Wednesday, September 21, 2022
In-Person

Called to Order: 7:10 PM

Regular Business

Roll call

Present: John Trause, Sheila Sterling, Jessica Holmes, Miriam Yu, Jim Lessersohn, Anne Sullivan, Susan Jung, Eric Mangol (via Zoom), Joe Colella

Also Present: Carol Blakeslee, Youth Services Librarian **[joined 7:47 PM]**

Departing Early: Jessica Holmes / Eric Mangol **[departed meeting 8:25 PM]**

Absent: Eileen Gabrielle

[Susan Jung will keep minutes for October 12, 2022 meeting as Jessica Holmes will be absent]

Approval of minutes:

Meeting – August 10, 2022 **MY / SJ**

Approval of financial reports – August 2022 – and Transaction Reports (Bill Lists) – August 2022 **SJ / JH**

Acceptance of August 2022 Director's Report, Information Services Report, and Youth Services Librarian Report **JH / SJ**

Acceptance of August 2022 Director's Report **MY / AS**

Director's Report: **JT:** Library's HVAC system has problem intake of outside air. More urgent matter is boilers: one is out, the other is on the way out. Needs to be dealt with prior to winter months. **MY:** will follow up with DPW at upcoming meeting.

SS: Her neighbor knew about perfectly good computer monitors being discarded; library was able to take 6 of them. Even if these fail BCCLS will replace them.

JL: When he does stats at end of director's report, can **JT** please add on 2019 stats, the last full stats prior to pandemic. **JT:** will add them in in next month's report. 2020 stats will also be useful so it's clear how detrimental pandemic was.

Correspondence

Mary Margaret Carter (8/4/22): (fond) letter of resignation/retirement. Total of 27 years as library employee. **JT:** responded to her generous letter on behalf of library.

MY: reads correspondence sent to Mayor Didio & Councilwoman Schoenberg (Via email, sent 9/17/22; correspondent followed up 9/21/22): letter of complaint from a patron whose oldest child (a high school student) wants to work and/or volunteer at library. Daughter has followed

up on application 12x. Alleges that responses from library staff include: being told they don't want teenagers working at library, unwelcoming body language, being ignored. Feels her daughter is being disrespected by library staff. **MY** will briefly reply that a response will be forthcoming from library. **JT** will follow up in depth in consultation with **CB**.

Correspondence points to issues that need to be followed up upon / addressed:

- Library customer service (**JT will address this with staff**)
- Reinvigoration of TAB (i.e. Teen Advisory Board, which dissolved during pandemic)
- Consideration of how to nurture teenage workers and/or volunteers in library

Old Business

Strategic Plan

JT: past week was deadline for subcommittees to gather names. Has also been disseminating message about focus groups in other ways (website, poster board, etc.). Will continue to gather names / interest in focus groups.

Personnel Committee

Meeting directly after tonight's meeting. Will update next month.

Staff recommendations

New Business

Oradell Family Fun Day - Review

Physical table was not provided (Lin Loh provided the table). Library should purchase its own table and a tent for use at future events. Met many new residents & signed them up for library cards. Focus of table was on organizing focus groups. **SS**: Should have a kids' craft activity for next community event.

CB: Wants to address the practice of putting up the "Youth Room Closed" sign in front of the doorway at 6:45 PM (when the room closes at 7:00 PM) and not allowing patrons upstairs for the last 15 minutes, even if they just need the room briefly. **SJ**: has brought this issue up in the past as well. **JL**: Perhaps worth it to pay staff for the extra 15 minutes past closing time to close down library and lock up in an effort to provide better customer service until the public closing time. **MY**: Will follow up on time clock system.

Public Portion

Closed Session

Motion to Adjourn: MY / SJ

Adjourned: 9:15 PM

Next Board Meeting

Wednesday, October 12, 2022