

**MINUTES**  
**LIBRARY BOARD OF TRUSTEES**  
**Special Meeting Monday, May 4, 2020**  
**Virtual via Zoom**

Regular Business - Meeting called to order at 7:38

A. Roll call on Zoom:

**Present:** Sheila Sterling, Anne Sullivan, Eileen Gabrielle, Miriam Yu, Susan Jung, Jim Lessersohn, Joe Colella, Eric Mangol, Claire Beslow, John Trause

Absent: none

B. Approval of the Minutes of the special meeting of the Library Board on Monday, April 20, 2020 (CB, AS) – the roll call vote was unanimous

## **II. Correspondence**

## **III. Old Business**

## **IV. New Business**

A. Possible furloughing Desk Assistants and Pages

1. Library has now been closed for the past seven (7) weeks, as mandated by the State of New Jersey. We are not circulating any books or other physical materials, so there are no materials to check-in/out or to shelve. As the Library Board needs to be fiscally responsible, it looked into which resources were not being used during the period the Library has been closed. The Board realized that it had, for seven (7) weeks, been paying salaries for employees who, because of the current circumstances, are unable to be working in the Library building right now
2. Miriam spoke about the delays with communication with the State; the Borough is still waiting to hear back from the State to find out what our final numbers will be. The Borough's budget will directly impact the Library's budget. Miriam outlined some of the cost-cutting measures the Borough adopted at its meeting on April 22, 2020
  - a. The summer recreation program will not be running this summer
  - b. The Council is still in discussion about whether or not to hold the annual Independence Day Parade
  - c. The property tax deadline has been moved back from May 1, 2020 to June 1, 2020 to help residents who might be having difficulty, because of current circumstances, with paying their property taxes
  - d. The Borough has furloughed part-time employees (and the full-time, year-round Recreation Program Director) who have been unable to perform their duties because of restrictions imposed by the COVID19 epidemic

V. Public Portion

- A. John asked about the work year employment schedules of the furloughed employees; Miriam explained that they were both seasonal and year-round employees
- B. Elaine Franek-Materon – asked what other towns are doing in terms of their part-time employees; Anne responded that she had spoken with a Councilman in Fort Lee who explained that there, Library and other part-time municipal employees have been furloughed for quite a while already
- C. Joe asked what adjustments had been made at the River Edge Library. John did not know. Libraries have many different staffing structures and library directors are not necessarily aware of how the others operate

Public Comment Closed

Sheila asked if we would like to comment or have any further questions. No one had any.

Jim: Made a motion proposing that we furlough our part-time desk assistants and pages as of May 4 at 9:00 pm with regret (JL, AS) - unanimous decision.

Sheila then explained that we all regret this decision but feel we have no choice. We hope that all of the furloughed employees return to the Library when we are again able to be fully operational.

**Resolution: ORADELL PUBLIC LIBRARY RESOLUTION AUTHORIZING  
THE FURLOUGH OF CERTAIN PART TIME EMPLOYEES**

WHEREAS, the Oradell Public Library has been closed since March 13, 2020 at 3:00 p.m. due to the Covid-19 pandemic; and

WHEREAS, since that date the Board of Trustees of the Oradell Public Library (the “Board”) has paid employees in the job titles of Desk Assistant and Page their regular compensation; and

WHEREAS, while the Board hopes that the Library will reopen soon, it recognizes that the closure is indefinite and could become protracted; and

WHEREAS, the Board recognizes the need to conserve the Library’s tax payer funded budget; and

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the Oradell Public Library hereby furloughs all part time employees in the job titles of Desk Assistant and Page effective at 9:00 pm on May 4, 2020; and

BE IT FURTHER RESOLVED that any Library policies contrary to this Resolution shall be suspended until the Library reopens.

I hereby certify that the the above Resolution was adopted by the Board of Trustees of the Oradell Public Library, by unanimous vote, at a special meeting held on May 4, 2020.

Claire Beslow  
Claire Beslow, Secretary

**Adjourn:** 7:54 (CB, AS) - unanimous

**Closed Session**

**Next Board Meeting:** Wednesday, May 13, 2020