

LEONIA PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting
April 19, 2023

1. **Call to Order** – Announcement of Compliance with Open Public Meeting Law - 7:40 PM
2. **Attendance** – Besides the Trustees listed below, Library Director Elysse Fink was in attendance.

	Present	Absent
Ms. Boyd	X	
Ms. Carillo	X	
Ms. Heveran	X	
Dr. Karamanos	X	
Ms. Kim	X	
Ms. Park	X	
Ms. Tausner	X	
Mr. Wilds	X	
Dr. Zeigler		X
Councilman Hesterbrink		X

3. Approval of Meeting Minutes
a. Meeting - March 8, 2023

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo		X	X		
Ms. Heveran			X		
Dr. Karamanos			X		
Ms. Kim	X		X		
Ms. Park			X		
Ms. Tausner			X		
Mr. Wilds			X		
Dr. Zeigler					

b. Closed Session - March 8, 2023

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo	X		X		
Ms. Heveran			X		
Dr. Karamanos			X		
Ms. Kim			X		

Ms. Park		X	X		
Ms. Tausner			X		
Mr. Wilds			X		
Dr. Zeigler					

4. Citizen's Portion of the Meeting

Motion to suspend the regular order of business and move up the citizen's portion of the meeting to this point in the agenda:

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd	X		X		
Ms. Carillo			X		
Ms. Heveran		X	X		
Dr. Karamanos			X		
Ms. Kim			X		
Ms. Park			X		
Ms. Tausner			X		
Mr. Wilds			X		
Dr. Zeigler					

Ms. Boyd recognized the following members of the public, who asked to address the Trustees:

- Maureen Davis, 180 Crescent Ave, said she was in full support of Drag Story Time and hoped that the Board would not be swayed by naysayers on the ListServ. She stated that the people who are objecting are offering specious arguments and asserted that there is no connection between pedophiles and drag.
- Sumita Singh, 359 Glenwood Ave, said she has lived in Leonia for almost 15 years and characterized the controversy on the ListServ as made-up and ridiculous. She is very happy about the program and would like to encourage the Library to provide even more diverse and interesting voices; she stated that libraries should be about generating new ideas and thoughts and that they should provide a safe space for all.
- Andrea Della Cava, 131 Sylvan Ave, said she has lived in Leonia for the past 20 years and also grew up in town. She has always been proud to be a part of this diverse community and feels that it is really important for all young people to have role models.

Seeing no other members of the public wishing to speak, Ms. Boyd closed the citizen's portion of the meeting.

5. Financial Report

- Budget Report Ms. Fink reported that we received our first quarterly disbursement in March. The capital budget is slated to be adopted on May 1; the Finance Committee is still looking at it so it has not been brought to the M&C yet. Spending on collections development looks a bit low because there has been a lag on the part of Baker & Taylor in receiving books ordered.
- Approval of Bills for Payment The Board discussed the PSE&G bill.

Motion to approve the Bills List for payment:

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo		X	X		
Ms. Heveran			X		
Dr. Karamanos			X		
Ms. Kim			X		
Ms. Park			X		
Ms. Tausner	X		X		
Mr. Wilds			X		
Dr. Zeigler					

6. Director’s Report

- a. Monthly Statistics Ms. Fink noted that circulation in March was down a bit from last year in most categories, although Adult Non-Fiction was up. Compared to last March, the door count was 17% higher, library card signups were up, and website and computer use have more than doubled. Ms. Park speculated that circulation numbers may have been down because people wanted to be outside enjoying the nice weather.
- b. Program Highlights Ms. Fink reported that Head of Youth Services Carolyn Kosten is booking class visits for early May and is hoping to get more library card signups then. Ms. Kosten and Adult Services Librarian Rebecca Spero are planning the Summer Reading program (including an opening event with penguins from Jenkinson’s Aquarium and a closing event with Bergen County Zoo). Registration for the Drag Story Time event is already maxed out. Ms. Fink has spoken to directors of other libraries who have held similar programs and was told that many of the people who came out to object were not from their communities. Ms. Fink is also consulting with Chief Tamagny regarding the possibility of having police officers on site for the event.
 - i. ESL - Ms. Fink informed the Board that the Library’s ESL teacher is retiring so she is exploring possible replacement instructors. Ms. Heveran asked, on behalf of Mayor Zeigler, whether we would consider charging the ESL teacher for using the Library’s facilities. Ms. Fink responded that it would be against NJLA rules to charge anyone to use our facilities but that people who use the Library can always make donations. She also explained that the current instructor volunteered her time for the first three years that she taught here. In addition, Ms. Boyd pointed out that her hourly rate is significantly less than most tutors would charge.

7. Committee Reports

- a. Finance Committee The Committee met to discuss various topics, including the issue that will be discussed in Closed Session later, the retirement of the ESL instructor mentioned above, the idea of asking students to write thank you letters to the Mayor & Council for preserving the Library’s budget for next year, acknowledging Mrs. Feirer’s donation for the book truck in the Children’s Room, and the Annual Appeal
- b. Personnel Committee The Committee did not meet.
- c. Policy & Procedures Committee The Committee did not meet.
- d. Strategic Planning Committee Ms. Fink reported that she will be attending a strategic planning seminar on May 11 at the Hasbrouck Heights Library. Committee members are welcome to register to attend as well.

8. Correspondence – The Library received an email from Dolores Salzig requesting that story times in the future be led by librarians or volunteers.

9. Unfinished Business

- a. Annual Appeal Update Ms. Fink reported that we received two updated quotes for the Annual Appeal, which she hopes to send out by the end of this week. The cost for printing a full-color version of everything, including the return envelope, would be \$3,073, while the cost with printing just the return envelope in black-and-white would be \$2,684. In either case, the cost of postage will be \$645. After a discussion about the potential benefit of the color versus black-and-white return envelope printing options, the Trustees agreed that it would be better to go with the less expensive quote.
- b. Purchase Card Ms. Fink reported that the purchase card is still in motion. She has consulted with the auditors and they have given her an example of the policies and procedures that Montclair State University uses for the purpose of checks and balances for a purchase card under the same program.

10. New Business

- a. Ms. Boyd would like to put in place procedures to the effect that, going forward, any time there is a Library program being booked or advertised, the Library Director must first approve it. Also, if there is any chance that it will be controversial, the Library Director should bring it to the attention of the Board. Dr. Karamanos suggested that Ms. Fink send these procedures out to the Library staff in writing.
- b. Ms. Heveran reported that she had attended the jazz concert at the Library on Monday. She said it was very nice, all ages were in attendance, and the trio was very good., Ms. Fink thanked Ms. Heveran and said she would pass that along to Ms. Spero, who organized the program.

11. Council Liasion’s Report – None.

12. Move to Closed Session

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo	X		X		
Ms. Heveran		X	X		
Dr. Karamanos			X		
Ms. Kim			X		
Ms. Park			X		
Ms. Tausner			X		
Mr. Wilds			X		
Dr. Zeigler					

Return to Open Session

Motion to pay the following stipends for additional responsibilities taken on during Ms. Fink’s maternity leave:

- Jeremy Doyle - \$2,500
- Joseph Emery - \$2,000

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo			X		
Ms. Heveran		X	X		
Dr. Karamanos			X		
Ms. Kim			X		
Ms. Park			X		
Ms. Tausner			X		
Mr. Wilds	X		X		
Dr. Zeigler					

13. Adjournment - 8:50 PM

	Moved	Seconded	Yes	No	Abstain
Ms. Boyd			X		
Ms. Carillo		X	X		
Ms. Heveran	X		X		
Dr. Karamanos			X		
Ms. Kim			X		
Ms. Park			X		
Ms. Tausner			X		
Mr. Wilds			X		
Dr. Zeigler					

Respectfully submitted,

Diane Tausner
Secretary