

A regular meeting of the Board of Trustees of the Maywood Public Library was held on February 8, 2023, in the former children’s room of the Library.

In accordance with the requirements of the Sunshine Law of the State of New Jersey, the area newspapers have been properly notified of this meeting.

President Stathis called the meeting to order at 6:30 PM.

The following were present:

Trustees: M. Stathis, B. Dugan, E. Engel, E. Pope, N. Jengo, R. Stuetz

Library Director: C. Hull

Superintendent Appointee: Genevieve Stelter

Friend of the Library: Joanne Lyons, Helene Faustini (+ one other)

Council Liaison: J. DeMuro

Mayor: R. Bolan

The following were absent:

Trustee: A. Sabatini

Minutes

Motion to accept the minutes of the January 11, 2022, moved by Stuetz, seconded by Jengo. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	abstain	Yes

Public Portion – none

Correspondence

- 1) Director Hull received a Thank You letter from the Military Veteran’s Affairs Retirement Home thanking us for the donation of books after the last Friends of the Library book sale.
- 2) Director Hull received a request from Noha Abdeighany to do a book reading and activity about Ramadan. They will work together to discuss the details and choose a date; this year, Ramadan is March 22-April 21.

Director’s Report

- 1) On February 15th, there will be a Black History Month event – a virtual lecture on famous African American artists.
- 2) The spring visit from the kindergarten class is being scheduled.
- 3) The library received its first grant payment for construction for \$175, 022.00.
- 4) The Glen Ridge library has 6 books being challenged. It is the first formal challenge in the BCCLS.

Finance Report

a) January 2023 Bill List

Hackbarth: 10 items amounting to \$2,680.06

Moved to accept by Stathis, seconded by Jengo. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes

Open Systems is a prepayment of 10 service hours, which includes a discount.

Prestige: 15 items amounting to \$16,976.20

Moved to accept by Pope, seconded by Stathis. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes

The BCCLS bill is new; in the past, it was paid by Hackbarth. It is a quarterly bill.

Renovation: 1 item amounting to \$630.00

Moved to accept by Pope, seconded by Stuetz. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes

The bill is for Caminiti Associates LLC for services rendered before the construction started. Once the construction begins, he will be under the contract as Owner's Representative. He will come to the biweekly construction meetings and for any issues that come up.

Committee Reports

Construction Project Update:

Construction started February 8, with walls being marked as "to stay" or "to go". On February 9, a temporary wall will be built to allow construction to happen with minimal disruption to patrons. As well, they will install a new lock on the side door so that workers can have access before normal library business hours.

Jackie DeMuro asked about the storage container in the parking lot. That's where Director Hull was advised to put it by DPW and the Borough Administrator.

During construction (through September?), the Board will meet at 15 Park in the 3rd floor chambers (or other location to be determined; Director will contact Borough Administrator).

Old Business – none

New Business

a) 2023 Budget

i) Salaries and Payroll

We had to increase salaries because all hourly employees need to receive minimum wage: \$14.13. In addition, we need to keep good folks. To keep in line with the State Library guidelines, salaried employees received at 4% increase.

Finally, with the anticipated completion of the Maker Space, Director Hull will hire a Community Outreach employee, who will work 15 hours/week. She will start her search soon and hire the right person – probably before the space is completed to get programs and promotion started.

Motion to accept the salaries and payroll for 2023, moved by Pope, seconded by Engel. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes

ii) 2023 Budget

Motion to accept the 2023 Budget, moved by Stathis, seconded by Engel. Motion carried unanimously.

b) Director Hull will order lunch for the DPW to thank them for all the hard work they did to prepare the library for the renovation project.

c) Architect Bill

Motion to pay the architect \$1837.69, moved by Stathis, seconded by Stuetz.

The bill is for blueprints, FedEx, and a walk through of the building. Motion carried unanimously.

	Stathis	Engel	Pope	Dugan	Jengo	Sabatini	Stuetz	Bolan	Stelter
Vote	Yes	Yes	Yes	Yes	Yes		Yes	Yes	Yes

DeMuro moved to adjourn at 7:14 PM, seconded by Engel. Motion carried unanimously. Meeting adjourned.

Respectfully submitted,
Bina Dugan, Secretary