

ENGLEWOOD PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
May 15, 2023

Call to Order 7:49pm

Roll Call

Trustees	Present	Absent
Nina Nanasi, President	X	
Debra Trachtenberg, Vice President	X	
Devry Pazant, Treasurer	X	
Howard Haughton, Secretary	X	
Arnold Brown		X
Amy Jones Bulluck, Mayor's Alternate	X	
Flor Ramirez		X
Stacey Rosenzweig		X
Dr. Jennifer D. Sifuentes, School Superintendent		X
Vacant, School Superintendent's Alternate		

Minutes

Mr. Haughton made a motion to approve the agenda for May 15, 2023, seconded by Mrs. Nanasi. Unanimously approved.

Mr. Haughton made a motion to move the Treasurer's Report to Reports section of the agenda, seconded by Mrs. Jones Bulluck. Unanimously approved.

Mr. Pazant made a motion to table the March 20, 2023 and to accept the minutes for April 10, 2023 as presented, seconded by Mrs. Trachtenberg. Unanimously approved.

Correspondence

Received a thank you Katharine Glynn for the flowers the library sent to the celebration of the life for her husband, Sam (Eugene) Clements. They were deeply appreciated.

Reports

Treasurer's Report

Mr. Haughton made a motion to close library accounts at NVE Bank and start an account at TD Bank, seconded by Mrs. Nanasi. Approved, Mr. Pazant, Abstained

Mr. Haughton made a motion to receive the Treasurer's Report, seconded by Mrs. Nanasi. Unanimously approved.

Mr. Haughton made a motion to receive and approve the Bills List, seconded by Mrs. Jones Bulluck. Unanimously approved.

Directors Report

May Kwon, our NEH Grant coordinator of Korean materials held Korean conversation groups for those who speak Korean and for those who want to learn. Mrs. Kwon also parented with a local martial arts studio, United Martial Arts to host Taekwondo classes for kids. Caitlin Menzel, our NEH Grant coordinator of Spanish materials held home work help sessions for bi-lingual children along with bi-lingual story times. Notably, Ms. Menzel hosted a book talk with author Mg. Arnaldo Mera Ávalos. The event was also live streamed and was mentioned in a Peruvian news outlet.

Building and Grounds Committee meet to discuss ideas for improvements in and around the library. There are grants slated for 2024 that we will be applying for, the Building and Grounds Committee will outline specific projects, an example being ADA compliant bathrooms on the main level and children's department. With specified projects in mind, there is a better chance of receiving a grant.

The city of Englewood was just awarded a 2.9 million ARPA Grant. The library is anticipating use of a portion of those funds.

We celebrated National Library Week here at the library, Ms. Senedzuk brought in a bagel breakfast for staff appreciation day.

Ms. Pacheco attended an Arbor Day celebration at Janis E. Dismus Middle School.

Old Business

Circulation has been low for the month of April, following the unfortunate trend. While audio books and e-books statistics are on the rise, physical materials are lower than 2022 statistics. Ms. Pacheco and Ms. Senedzuk have been discussing ways to increase circulation and increase patronage. Conversation will continue in a Personnel Committee meeting.

The contract for the Cannon copiers will expire in July. Ms. Pacheco has begun renegotiating a new contract. Mr. Haughton suggested Ms. Pacheco follow up with the City of Englewood or the Englewood Public School District to enter into a shared service contract and secure better copier pricing under their agreements.

New Business

Mr. Haughton moves to direct the Library Director to contract Active Shooter training with a law enforcement agency be it Englewood PD, Bergen County Sheriff's Office, or some other agency that can perform the service to the standards acceptable to regulatory agencies, seconded by Mrs. Trachtenberg. Unanimously approved.

Mr. Haughton moves to select and affirm the colors of the library to be Maroon and White, the colors of the Englewood Public School District, seconded by Mrs. Pazant. Unanimously approved.

Adjournment

At 8:52pm, Mr. Pazant made a motion to adjourn the meeting, seconded by Mrs. Trachtenberg. Unanimously approved.

Next Meeting: June 20, 2023, 7:30pm, Meeting Room 4.