

**ENGLEWOOD PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MEETING MINUTES**

**January 8, 2024**

Call to Order 7:30pm

**Roll Call**

<b>Trustees</b>	<b>Present</b>	<b>Absent</b>
Nina Nanasi, President	X	
Debra Trachtenberg, Vice President	X	
Devry Pazant, Treasurer	X	
Howard Haughton, Secretary	X	
Courtney Johnson-Suffern	X	
Amy Jones Bulluck, Mayor's Alternate	X	
Flor Ramirez	X	
Stacey Rosenzweig	X	
Gina Edone, School Superintendent's Alternate		X

**Reorg**

Mr. Pazant made a motion to accept the recommendation, stated below from the Nominating Committee, seconded by Mrs. Jones Bulluck. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

The Nominating Committee recommends the following slate of officers for the Englewood Free and Public Library for 2024:

President: Nina Ninasi

Vice President: Debra Trachtenberg

Secretary: Howard Haughton

Treasurer: Devry Pazant

Mr. Pazant made a motion to vote on the resolutions by consent agenda, seconded by Mrs. Trachtenberg. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

Mrs. Trachtenberg made a motion to approve all of the resolutions by consent agenda, seconded by Mr. Haughton. Unanimously approved. Roll Call. Unanimously approved.

Mrs. Trachtenberg made a motion to close the reorg and begin the meeting, seconded by Mr. Pazant. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

Mrs. Trachtenberg made a motion to go into closed session, seconded by Mr. Pazant. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

### **Closed Session**

Mr. Pazant made a motion to close the closed session and begin the open session, seconded by Mrs. Trachtenberg. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

### **Resolution 2024-11**

WHEREAS, Esperanza Pacheco's last day of work on site was on or about December 8, 2023, and has

used up her benefit leave time through December 21, 2023; and

WHEREAS, Ms. Pacheco has been absent for approximately eleven consecutive days with no explanation

for her absence to any Board member; and

WHEREAS, N.J.A.C. 12:17-9.11 titled "Job Abandonment" provides the states codes and regulations

pertaining to an employee who is absent from work without cause and without notification, and

WHEREAS, Ms. Pacheco did not give notice per the employee handbook;

NOW THEREFORE, BE IT RESOLVED, Esperanza Pacheco has abandoned her job as defined by N.J.A.C.

12:17-9.11 and is therefore considered as having voluntarily resigned, and

BE IT FURTHER RESOLVED, the Library Board is saddened that Ms. Pacheco decided to leave us in this

way and that we wish her well in her future endeavors.

Moved by Dr. Rosenzweig, seconded by Mrs. Nanasi.

The motion passed unanimously.

### **Resolution 2024-12**

Whereas Kate Senedzuk was hired on April 1, 2022, whereas the current union contract was ratified well after Kate was hired, whereas union employees received a raise, retroactively, to the start date of the union contract. Whereas one union employee's salary exceeded that of our Assistant Director is now there for resolved, this Library Board would like to raise Kate Senedzuk's salary, retroactive to her hire date of April 1, 2022 to \$90,000.00, in acknowledgement of her hard work, dedication, and willingness to serve the Englewood Public Library.

Dr. Rosenzweig made a motion to move forward with this resolution , seconded by Mr. Pazant. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

Roll Call. Unanimously approved.

### **Resolution 2024-12**

Whereas the Englewood Public Library is without a Library Director effective today, January 8, 2024, and whereas Assistant Director has the requisite knowledge and skills to step in to the roll to take the lead position, whereas she has acknowledged her desire and interest to do so, there so be it resolved that the Englewood Public Library Board hereby appoints Kate Senedzuk to the Interim Library Director effective, January 8, 2024 at the rate of \$100,000.00 and that during this period she will be monitored and use the next six months to evaluate Kate's ability in this roll in for consideration for permanent position of Library Director.

Mrs. Jones Bulluck made a motion to move forward with this resolution, seconded by Mr. Pazant. All in favor voted; 8 Aye, 0 Nays, 0 Abstentions. Unanimously approved.

Roll Call. Unanimously approved.

The Library Board will send a letter to the city and all Library staff letting them know of the changes in staffing.

Ms. Senedzuk thanked everyone for their consideration and generosity. Ms. Senedzuk also respectfully mentioned that she feels that Greta Gumbs is an undervalued, yet integral part in the daily operations of the library and asked the Library Board to consider a wage increase. The Library Board acknowledged Kate's suggestion and thanked her for caring about the staff and encouraged Ms. Senedzuk to let Greta know that she advocated on her behalf.

### **Minutes**

Mr. Haughton made a motion to table the Minutes from December 18, 2023, due to updates needing to be made, seconded by Mrs. Jones Bulluck. Unanimously approved.

### **Reports**

#### **Treasurer's Report**

Mr. Haughton made a motion to table the Treasurer's Report and the Bill List, due to updates needing to be made seconded by Mr. Pazant. Unanimously approved.

*The Library Board welcomed Charles Cobb, Englewood's City Council President into the Meeting.*

#### **Assistant Directors Report**

Ms. Senedzuk shared that on Friday, December 8, we celebrated all of the winter holidays with a Staff Holiday party. The party was a great success with many staff members contributing to our potluck dinner and dessert. The Staff thanks the Library Board for allowing us to close an hour early to allow all staff to enjoy each other's company and dinner with all available staff in attendance. We are hoping for this tradition to continue for years to come. Ms. Senedzuk also noted that staff and patrons alike donated over 30 toys to the Englewood Police Department Holiday Toy Drive.

Ms. Senedzuk also attended the BCCLS systems council meeting at the Upper Saddle River Library. A few highlights; The annual disbursement checks from Bergen County will be mailed in January 2024. Over 11 thousand dollars was raised from the annual BCCLS Friends Breakfast, which directly funds the BCCLS scholarship foundation, which many staff members, myself included have benefited from. It was also shared that in order to combat the heavy delivery loads that fall after holiday weekend, it has been decided that there will be a rotation of drivers that will deliver on Holidays that fall on Mondays in order to ensure timely delivery of requested and returned items. And finally, an update from BCCLS Technology let us know that in 2024 the iPads that are used in the MeeScan self checkouts will be replaced in 2024.

Ms. Senedzuk also shared with the board that she made a much needed update of the Welcome to Englewood Library sheets and created a quick reference tri-fold highlighting important library information, including how to access e-Content and what museum passes are available to patrons which is an often overlooked commodity.

Lastly, Ms. Sendzuk shared that circulation throughout the year has been steady in comparison to years past and other comparable libraries in BCCLS, a few highlights to note for the month of December; e-Audio books are on a rise, up 27.97% from last year, 645 loans for December 2023 for year to date total of 7,734. The circulation that saw the most increase this month is e-Magazines, with a tremendous 124.67% increase from last year, with 302 e-Magazines for the month of December and 1,536 for the entire year. Museum Passes are also on the rise, up 47.22% in December, totaling 419 patron uses in 2023. Our free notary service is also up 47.22% totaling 159 for the year.

*Councilman Cobb asked Ms. Senedzuk about any concern for security issues at the Library. Ms. Senedzuk assured Mr. Cobb and the Library Board all staff members are aware of protocol in case of emergencies, each service desk has the non-emergency phone number for Englewood Police listed next to the phone and the desks are equipped with panic buttons.*

## **Committee Report**

### **Buildings and Grounds**

Dr. Rosenzweig shared on behalf of the Buildings and Grounds Committee that; the announcement of the NJ State Library (NJSL) – Community Center Digital Connect Capital Projects Grants Program was awarded to the Englewood Public Library. Dr. Rosenzweig shared that there is a timeline set forth by the state that must be followed, including construction. Ms. Senedzuk shared that the first step, a risk-assessment, was emailed and needs to be completed by Tuesday, January 16, 2024, Ms. Senedzuk is currently working on it with Mrs. Gumbs. Dr. Rosenzweig shared that a project manager will be assigned to us from the New Jersey State Library. Additionally the City Manager, City Engineer are aware and excited for the project. Mr. Haughton shared in his experience that the Library Board would have to pass a resolution to accept the funds and we would have to get approval from the city of Englewood. Councilman Cobb recommended the grant information be shared with City Attorney, William Bailey.

It was decided to hold a Special Board Meeting via Zoom on Tuesday, January 16, 2024 at 7:30pm to discuss and accept the grant. Supplemental information will be shared with the Library Board.

#### **Policy Committee**

Mr. Haughton shared on behalf of the Policy Committee that; The Policy Committee will meet as planned to discuss the "renaming" resolution that was referred to at the November 2023 Board meeting. However, there is information that was available to the full board but was overlooked at its last meeting.

Full policy attached at end of meeting minutes.

#### **School Report**

None.

#### **Old Business**

None.

### **New Business**

Mrs. Nanasi asked the Library Board members to email her with their choices for committee assignments.

Mrs. Nansi signed off on the BCCLS Bylaws Certification for 2024, Ms. Senedzuk will forward the information to the BCCLS office.

### **Adjournment**

At 9:07pm, Mr. Pazant made a motion to adjourn the meeting, seconded by Mrs. Trachtenberg. Unanimously approved.

Next Meeting: Monday, February 12, 2024, 7:30pm, Directors Office