

**Minutes Maplewood Memorial Library  
Board of Trustees Meeting  
November 17, 2021**

Via Zoom, the November 17, 2021 meeting of the Board of Trustees of Maplewood Memorial Library was called to order by President McCaffrey at 7:32 p.m. She read: “Pursuant to Section 3, Chapter 231, Public Law 1975...adequate notice of this meeting has been provided to the public by posting and maintaining the annual notice of regular meetings on the Main Library Bulletin Board, and the office of the Municipal Clerk mailing the annual notice of this meeting to the *Star Ledger* and the *News Record*.”

1. Roll Call

Present were: S. Cuttle, Mr. Huemer, Mr. Marchman [arrived during meeting.], Dr. McCaffrey, Ms. Latimer, Ms. Purdon, and Ms. Winston. Mr. DeLuca and Ms. Ezell were absent. Also present: Mr. John Mousseau, President, Chief Executive Officer & Director of Fixed Income of Cumberland Advisors; Ms. Lester, Director; Laura Nial of the Friends; and Jenny Zbrizher of the Library Staff.

2. Minutes

Ms. Latimer moved the minutes of the October 20, 2021 meeting, Dr. McCaffrey seconded and the motion carried with S. Cuttle abstaining as she was not at that meeting.

Ayes: McCaffrey, Latimer, Purdon, Winston

Nays: None

Abstain: Cuttle

3. Public Comment

Laura Nial noted that the door count statistics show how much the Children’s Room influenced the Main Library. She added that the Departmental Reports were very interesting; especially the Teen report where Emily Witkowski mentions being recognized by the CHS students. What Emily is doing in the schools is very important and something she should be proud of. The Friends annual membership letters will be sent out soon. [Mr. Marchman arrived.]

4. Report of the Library Director

Ms. Lester’s October Report was placed on file. She agrees that all the Departments have done a fabulous job in the month of transition. 129 Boyden just opened on October 4. Part of the lower door count is due to being a brand new facility and getting people used to coming to a new location.

Emily Witkowski and the Teen Librarian at South Orange Public Library were named on a blog post called *The Chalkboard Review* that can be read [here](#). Emily notified Ms. Lester and Principal Sanchez. Mr. Sanchez’s response was, “I am proud to work in a district in a community with progressive values that looks to promote more reading than limiting books. I am proud of our commitment to represent our community in your collections and proud to work in a community that genuinely partners across organizations.” There was a discussion about being proactive to opposition to our collection. There is support among library organizations. Ms. Lester will share these resources.

5. Treasurer’s Report

Mr. Huemer moved to adopt the October Treasurers Report, Ms. Winston seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

6. Presentation of Claims

The claims to November 17, 2021 totaled \$26,649.85. Mr. Huemer moved that the claims be paid. Ms. Purdon seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

The building project claims to November 17, 2021 totaled \$48,954.36. Mr. Huemer moved that the claims be paid. Dr. McCaffrey seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

7. For Information

A. Cumberland Account Update with John Mousseau

Cumberland Advisors manages the Library's bond portfolio, which is restricted to obligations from the state of New Jersey and government securities. Interest rates remain low and inflation has gone up so it has been a challenging time for bonds. The portfolio will have a better earn rate as we go into next year. The return on the portfolio has been about 2.9% in 2021. Mr. Mousseau gave a presentation of the factors that affect the current state of the economy, what the Library is invested in, and his projection of income for the portfolio. Dr. McCaffrey and Mr. Huemer thanked Mr. Mousseau for his time.

B. 2022 Maplewood Ideas Festival

The 2022 Ideas Festival is planned for the last two weeks in April. The Great Hall at The Woodland has been booked for six dates. The 2022 Maplewood Literary Awardee is Ibi Zoboi. She has a biography of Octavia Butler coming out in January. The Library is open to suggestions for programs that have a Maplewood connection.

C. Library Book Bike Ribbon Cutting on 11/20/21

The Library book bike ribbon cutting will take place on Saturday, November 20 at 9:30 a.m. in front of the Hilton Branch. Members of the Danny Ives Foundation, Danny's mother, The Maplewood Library Foundation, and Library Trustees will be there.

D. 2022 Department of Labor Literacy Grant

The 2022 Grant is being worked on. If awarded the grant, the classes will begin virtually and then move to in-person classes by late spring or early summer.

E. Building Program and Construction Timeline

Last week, Ms. Lester visited furniture showrooms with members of Sage and Coombe Architects. Chair samples will be delivered to 129 Boyden Avenue to try out. There should be a better idea of the timeline after Sage and Coombe meets with Epic Management on Friday, November 19. The asbestos abatement will be discussed later in this meeting.

8. For Discussion

There were no items.

9. For Action

A. Resolution to Accept 2021 Audit

Mr. Huemer moved to accept the 2020 audit, S. Cuttle seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

B. Collection Development Policy

Ms. Lester thanked the Department Heads, especially Amanda Eigen, for revising the policy. The template is from the ALA Toolkit. The policy now states that the person submitting a reconsideration of materials form must be a resident of Maplewood. That was a suggestion from the American Library Association. As a member of BCCLS, there is a certain criteria as to what is added to the catalog. Our exception is to add local self-published authors. Dr. McCaffrey moved to accept the Collection Development Policy, S. Cuttle seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

C. Resolution to Award Contract for Asbestos Abatement Services at the Main Library to Lillich Corporation

Mr. Huemer moved the adoption of the resolution to award the contract for asbestos abatement services at the Main Library to Lillich Corporation, Dr. McCaffrey seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

10. New Business

There was none.

11. Public Comment/Open Discussion

The Collection Development Policy states gifts and donations should go to the Friends and Foundation. Laura Nial asked if the Library could also accept gifts and donations. Ms. Lester stated that the Library can accept gifts and donations, but will refer to the Policy when a book is donated. Ms. Nial asked if there was going to be an official good-bye to 51 Baker Street. Ms. Lester stated that the thought now is to move it to a celebration at the groundbreaking.

S. Cuttle talked about students utilizing the property around the Main Library. There have allegedly been large student disagreements. Ms. Lester stated that once the Library becomes a construction zone, it would be fenced off. There are police cameras behind the library. More teenagers are coming to the Hilton Branch.

12. Adjournment

There being no further business, Dr. McCaffrey moved to adjourn at 8:40 p.m., S. Cuttle seconded and the motion carried.

Ayes: Cuttle, Huemer, Latimer, Marchman, McCaffrey, Purdon, Winston

Nays: None

Respectfully submitted,

Deborah Purdon  
Secretary