

**Minutes Maplewood Memorial Library
Board of Trustees Meeting
February 16, 2022**

Via Zoom, the February 16, 2022 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 [arrived during meeting], Mr. DeLuca, Ms. Ezell, Mr. Huemer [arrived during meeting], Ms. Latimer, Mr. Marchman, Dr. McCaffrey, and Ms. Purdon. Ms. Winston was absent. Also present: Ms. Lester, Director; Laura Nial of the Friends; and Emily Witkowski of the Library Staff.

2. Minutes

Ms. Latimer moved the minutes of the January 19, 2022 meeting, Mr. Marchman seconded and the motion carried with Ms. Purdon abstaining as she was not present at that meeting.

Ayes: DeLuca, Ezell, Marchman, McCaffrey, Latimer

Nays: None

Abstain: Purdon

3. Public Comment

Laura Nial reminded all that the Friends will start collecting books on March 25th for the April 1st and 2nd book sale to be held from 10 a.m. – 4 p.m. at 129 Boyden Avenue.

4. Report of the Library Director

Ms. Lester’s January Report was placed on file. She thanked Cindy Mondino for serving as the Library liaison on the Senior Committee. Before Cindy, Joanne Beckerich served on the committee and now Stacia Barnet will serve as the liaison going forward. [S. Cuttle arrived.] Emily Witkowski thanked the Trustees for allowing her to go into the schools. She has been able to connect with teachers, particularly at the high school, has brought students into the school library to choose independent reading books, and has done projects with the MAC scholars. It has been interesting for her to see the kids that were library regulars and also to meet new teens that never used the library before and get them library cards. She has brought books to them from the library so they don’t have to make the trip and is excited to continue doing that. Ms. Lester thanked Emily for maintaining connections to the middle and high schools. The school administrators and teachers have said great things about Emily.

The Library received a \$10,000 grant from the American Library Association and the National Endowment of Humanities for a program on diversity, equity, and inclusion. Nikole Hannah-Jones will be asked to come back to Maplewood to do a program sometime between April and August 2022. The Library was also awarded the ESOL grant again this year, and classes have started up. Everyone is doing a tremendous job *and* we’re building a new Library.

5. Treasurer’s Report

Tabled until Mr. Huemer arrives.

6. Presentation of Claims

Tabled until Mr. Huemer arrives.

7. For Information

A. 2022 Ideas Festival

The Ideas Festival is scheduled for the last two weeks of April. In addition to the events noted at the January meeting, there will also be a theater panel with actors and playwrights talking about their creative process and what they did during the pandemic. Emily Witkowski talked about Dr. Sharfstein, Director of the Bloomberg American Health Fellowship that she just completed. He is a former health commissioner of Baltimore, Principal Deputy Commissioner of the U.S. FDA, and health secretary of Maryland. He will give his perspective about what the past year was like. He's also a big advocate of public health. Six of the Ideas Festival events will take place at The Woodland and one will be virtual. All the current health and safety precautions will be taken for the in-person events.

B. Black History Month Events

The Kids Speak Our display is ongoing in the Children's Room, a year-round initiative that allows kids to talk about issues of concern to them. Today, NJPAC presented Books on the Move, a virtual reading of *Alvin Ailey* by Andrea Davis Pinkney. On February 22, there will be a program with Laura Bonas Palmer, the owner of Akwaaba Gallery, located in Newark's West Ward. On February 24, there is a virtual hands-on painting workshop based on the work of artist Lois Mailou Jones with Express Yourself Studios. On February 28, there is a virtual program of black queer readings in partnership with SOMA Justice and North Jersey Pride. A full list of Township programs can be found [here](#).

C. Women's History Month Events

The Library events include a virtual program on the First Ladies of the United States and an author talk with Julia Erickson and Suzanne Vosburg, the authors of *Betrayed by Work*. There are also book lists and displays in the Library.

D. Building Program Update

Plywood covers most of the window openings at 51 Baker Street. The asbestos remediation entailed more than what was originally thought, but should be finished this week. A Town Hall presentation with Sage and Coombe is planned for Tuesday, March 22 at 7 p.m. Everyone will be able to see the design for the new library. The bid process is very detailed and is in the works with the tentative plan to go out to bid on March 10. Tonight's resolution authorizes that. The state comptroller's office is reviewing the bid packet.

E. Library Foundation Capital Campaign Update

The appeal was well received, [Mr. Huemer arrived.] and the anonymous match encouraged many families to participate. The Foundation hired Blake Berson of Maplewood Pictures to do a fundraising video for them. He filmed at the Hilton Branch and the Sage and Coombe office. The Foundation is watching the construction closely and working on a timeline of publicity including a groundbreaking ceremony with plans to raise another \$500,000.

5. Treasurer's Report

Mr. Huemer moved to adopt the January Treasurers Report, Mr. Marchman seconded and the motion carried.

Ayes: Cuttle, DeLuca, Ezell, Huemer, Latimer, Marchman, McCaffrey, Purdon

Nays: None

6. Presentation of Claims

The claims to February 16, 2022 totaled \$15,025.18. Mr. Huemer moved that the claims be paid. Dr. McCaffrey seconded and the motion carried.

Ayes: Cuttle, DeLuca, Ezell, Huemer, Latimer, Marchman, McCaffrey, Purdon

Nays: None

The building project claims to February 16, 2022 totaled \$85,495.00. Mr. Huemer moved that the claims be paid. Dr. McCaffrey seconded and the motion carried.

Ayes: Cuttle, DeLuca, Ezell, Huemer, Latimer, Marchman, McCaffrey, Purdon

Nays: None

8. For Discussion

There were no items for discussion.

9. For Action

A. Resolution Authorizing Receipt of Bids for Maplewood Memorial Library Construction Project

Dr. McCaffrey moved the resolution authorizing receipt of bids for Maplewood Memorial Library construction project, Ms. Purdon seconded and the motion carried.

Ayes: Cuttle, DeLuca, Ezell, Huemer, Latimer, Marchman, McCaffrey, Purdon

Nays: None

10. New Business

S. Cuttle stated hearing wonderful things from families that have used the Hilton Branch and the adult facility. There has been a transition period and they tip their hat and give kudos. S. Cuttle acknowledged the Library staff for continuing to do inclusive work and added, "I am told that there are many librarians that are assisting our schools creating lists and supporting students. I just want to acknowledge that."

11. Public Comment/Open Discussion

Mr. Huemer and Ms. Lester attended the second part of the Parliamentary Procedure seminar that BCCLS presented, and it largely confirmed how the Library Board does business. The roots of parliamentary procedure are designed to make the institution more democratic. It allows everyone who is present to have the same rights, to speak, to move, to discuss, and to vote. It is designed to prevent organizations from becoming top down or the tyranny of consensus, meaning peer pressure. As far as procedures are concerned, the Library Board is essentially doing everything right. The Minutes are the historical record of the organization. You do not have to abstain if you had not attended that meeting. If you have knowledge of what the Minutes should contain, you should vote on it. However, it is the Township's policy that if you were not present, you do not vote on the Minutes because the Minutes are reflective of what the previous meeting was about.

S. Cuttle stated that as Secretary, they noted the Board Meeting dates needed to be updated on the Library's website.

Ms. Lester would like to have an updated picture of the Trustees for the website when it is safe to do so.

12. Adjournment

There being no further business, Mr. Marchman moved to adjourn at 7:58 p.m., S. Cuttle seconded and the motion carried.

Ayes: Cuttle, DeLuca, Ezell, Huemer, Latimer, Marchman, McCaffrey, Purdon

Nays: None

Respectfully submitted,

Shannon Cuttle
Secretary