

**Minutes Maplewood Memorial Library
Board of Trustees Meeting
May 18, 2022**

Via Zoom, the May 18, 2022 meeting of the Board of Trustees of Maplewood Memorial Library was called to order by Vice President Marchman at 7:30 p.m. He 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: Mr. DeLuca, Ms. Ezell, Mr. Huemer, Ms. Latimer, Mr. Marchman, Ms. Purdon, Ms. Winston. S. Cuttle and Dr. McCaffrey were absent. Also present: Ms. Lester, Director; Ben Cohen, President of the Maplewood Memorial Library Foundation; and Irene Langlois of the Library Staff.

7. For Information

C. Foundation and Capital Campaign Update

Ben Cohen reported that the Foundation has raised approximately \$400,000 during 2021. Expenses in 2021 totaled \$70,842. As of May 18, 2022, the net assets are \$1,586,426. Current activities and projects are to initiate another challenge grant geared towards sustainability of the new library including solar panels that would provide 55% of the energy needs of the library. The solar panels will cost between \$300,000 and \$500,000. A Foundation subcommittee has found a donor who has pledged \$20,000 for the challenge grant. Another donor has pledged \$5,000. How and when to publicize the challenge grant is being discussed, possibly summer or mid-fall. The Foundation is looking forward to working with the Library Trustees and Friends on a groundbreaking event to generate excitement among the people of Maplewood and spur fundraising. The Foundation will staff a table at Maplewoodstock. The Foundation has a committee that is working with Ms. Lester to recognize all capital campaign donors regardless of the size of the donation. Perhaps a book listing all of the donors’ names. We want the support from our town to be as widespread as possible. Mr. Huemer asked if anything has been written up about the payback of the solar panels. Mr. Cohen will request that be brought up at the next Foundation meeting. Mr. DeLuca stated that an environmental consultant has provided estimates of the payback and they may be able to provide charts showing the payback. Ms. Lester mentioned that we have an amazing Foundation Board, and it is unusual to have raised this amount of money without a paid staff member.

2. Minutes

Ms. Latimer moved the minutes of the April 20, 2022 meeting, Mr. DeLuca seconded and the motion carried with Ms. Purdon and Ms. Winston abstaining, as they were not present at that meeting.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman,

Nays: None

Abstained: Purdon, Winston

3. Public Comment

There was none.

4. Report of the Library Director

Ms. Lester’s April Report was placed on file. She added that two staff members, Christine Oania and Ruby Constantino were both accepted into the Rutgers School for Library Science and awarded a \$500 scholarship from The Friends. Christine is a full-time Senior Library Assistant who started as a Page in 2013. Ruby is an hourly Library Assistant at the Hilton Branch who started in October 2021.

Christine applied for and received an \$8,500 NJLA Equity Scholarship. Big congratulations to both of them.

All of the Ideas Festival events are on YouTube and are still being watched. They may be viewed [here](#). Ms. Lester thanked all the staff involved and everyone who came out to the events and to our speakers. We have an amazing town and it's great to highlight them.

5. Treasurer's Report

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

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

6. Presentation of Claims

The claims to May 18, 2022 totaled \$21,398.03. Mr. Huemer moved that the claims be paid. Ms. Winston seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

The building project claims to May 18, 2022 totaled \$5,733.21. Mr. Huemer moved that the claims be paid. Ms. Latimer seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

7. For Information

A. Building Project Update and Advertisement of Bid

The bid was advertised last week. The pre-bid meeting and walk through the Main Library was on May 17. More than fifty firms have registered to receive the documents and sixteen construction firms attended the pre-bid walk through. The contractors have until close of day May 23 to submit questions. The architects will work on the responses, and the bids are due on June 14. It was a huge undertaking to get approval with Mr. DeLuca taking the lead. Ms. Lester thanked him and Township Attorney, Roger Desiderio; April Miller, Sage and Coombe, Epic Management, and everybody involved. There will be a special meeting during the week of June 20 or June 27 to award the contract. The groundbreaking will be around the second or third week of July.

B. Nikole Hannah-Jones, September 28 at 7 p.m.

Nikole Hannah-Jones is scheduled to come to Maplewood on September 28 at 7 p.m. This free event is currently slated for The Woodland but may be moved to Columbia High School if they are allowing outside groups to use the space. The capacity is 400 at The Woodland's Great Hall and 1,000 at the high school. Ms. Lester thanked Irene Langlois who wrote the grant with Amanda Eigen's assistance. This is a \$10,000 grant from the Nation Endowment for the Humanities. Only 200 libraries throughout the country received this grant. The logistics of ticketing are being worked out and are open to suggestions. Contractually, there has to be a plain clothed police officer present during the event. Mr. Marchman suggested keeping partner organizations in the loop to ensure attendance at the event and to continue goodwill with these organizations for support going forward with the new library. Mr. Huemer suggested a community read of *The 1619 Project*.

8. For Discussion

A. E-Rate and CIPA Compliance

This item was tabled until the June meeting.

9. For Action

A. Cancel August Meeting

Mr. Huemer moved to cancel the August meeting, Ms. Latimer seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

B. 2021 Budget Line Transfers

Mr. Huemer moved to accept the 2021 budget line transfers, Ms. Purdon seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

C. Summer Saturday Hours

Both Library buildings are currently open 54 hours per week. There is one unfilled Librarian position at the Hilton Branch. For the past six weeks, there has been at least one person out due to COVID. Ms. Lester requested changing Saturday hours from 10 a.m. - 5 p.m. to 10 a.m. - 2 p.m. from Memorial Day weekend through Labor Day. Ms. Latimer moved to approve changing Saturday hours to 10 a.m. - 2 p.m., Ms. Winston seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

10. New Business

Ms. Latimer is the interviewer for *Books In Action* on public access TV. She interviewed Emily Witkowski today, which can be watched [here](#).

Mr. Huemer stated that the two Ideas Festival programs he attended, Dr. Sharfstein and Christina Swarns, were excellent!

11. Public Comment/Open Discussion

There was none.

12. Adjournment

There being no further business, Mr. DeLuca moved to adjourn at 8:14 p.m., Mr. Huemer seconded and the motion carried.

Ayes: DeLuca, Ezell, Huemer, Latimer, Marchman, Purdon, Winston

Nays: None

Respectfully submitted,

Shannon Cuttle
Secretary