



## BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes  
April 14, 2022

### **Present**

Thomas Neats, President  
Barbara Chittum, Recording Secretary  
Marcela Deauna, Treasurer  
Laurie Phipps, Vice President  
Fanny Cruz-Betesh  
Mayor Arvin Amatorio  
Thomas Lodato, Council Liaison  
Allison Ballo, Director  
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:32 pm.

### **Notification of Public Meeting**

President Neats read the report on public notification of this meeting.

### **Minutes**

**A motion was made by Ms. Phipps, seconded by Councilman Lodato, to accept the March 10, 2022 meeting minutes. All in favor, except Ms. Cruz-Betesh who abstained. Motion carried.**

### **Bills**

**A motion was made by Ms. Chittum, seconded by Ms. Cruz-Betesh, to approve the April 14, 2022 bill list. All in favor. Motion carried.**

### **Public Portion**

Peter Weiss from Commercial Interiors Direct presented information about their submitted quote and answered questions from the Trustees. Mayor Amatorio questioned the life expectancy of the current carpet versus the proposed carpet. Discussion followed. The Board proposed scheduling the install in the fall working around the school calendar.

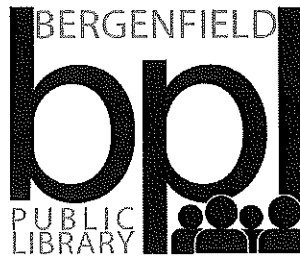
**A motion was made by Ms. Cruz-Betesh, seconded by Ms. Phipps, to approve Resolution #2022-09 awarding of the carpeting contract to Commercial Interiors Direct (#65MCECCPS, Bid # ESCNJ, Contract 19/20-05). All in favor. Motion carried.**

### **Correspondence**

No report

### **President's Report**

President Neats reported that he has made a few visits to the library and makes a point to chat with the staff to see how things are going. President Neats reported that the Borough's Finance committee did not need to meet with the Library to discuss 2022 operating budget. The borough will be providing additional capital funds for the Library's carpeting project. President Neats shared an email from former Trustee Jay Shiner in regards to his



Respectfully submitted,

*Barbara Chittum*

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary



positive experience using the new lockers. President Neats reminded the Board their financial disclosure must be completed by the end of April.

### **Committee Reports**

#### **BCCLS and Friends**

Ms. Ballo shared that there is still time to register for the Friends' spring town-wide garage sale. The upgrade for the AV system will potentially be in August due to supply chain issues.

Ms. Ballo reported that The Record published will be publishing an article on BCCLS rebranding and soliciting feedback from the public.

#### **Building & Grounds**

No report

#### **Finance Committee**

The financial summary was distributed and discussed

#### **Personnel**

Ms. Ballo reported on several recent staffing additions.

#### **Policy**

The revised Notary policy was circulated via mail and discussed.

**A motion was made by Ms. Chittum, seconded by Ms. Cruz-Betesh, to approve the revised Notary Policy. All in favor. Motion carried.**

#### **Director's Report**

Ms. Ballo reported that the next all staff meeting will be on May 4<sup>th</sup> and historically this has been the Staff Appreciation breakfast so she invited the Board to attend. Ms. Ballo answered questions regarding community Earth Week activities. Ms. Ballo provided a brief recap of the PLA conference she attended in Oregon. Discussion followed.

#### **Trustee Education**

No report.

#### **Old Business**

No report.

#### **New Business**

No report.

#### **Adjournment**

A motion was made by Ms. Deauna, seconded by Ms. Chittum, to adjourn the meeting. All in favor. The motion carried.

Meeting adjourned at 8:44 pm.