



## BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes  
May 12, 2022

### **Present**

Thomas Neats, President  
Barbara Chittum, Recording Secretary  
Marcela Deauna, Treasurer  
Laurie Phipps, Vice President  
Natalie Rivas  
Sorah Shaffren  
Christopher Langschultz, Alternate for Superintendent of Schools  
Allison Ballo, Director  
Jennifer Murray, Administrative Assistant

President Neats called the meeting to order at 7:31 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 Ms. Deauna, to accept the April 14, 2022 meeting minutes. All in favor, except Ms. Rivas and Mr. Langschultz, who abstained. Motion carried.**

### **Bills**

**A motion was made by Ms. Chittum, seconded by Mr. Langschultz, to approve the May 12, 2022 bill list. All in favor. Motion carried.**

### **Public Portion**

No public comments.

### **Correspondence**

Room Requests:

- The Bergenfield Education Association requested use of the Friends room on May 11<sup>th</sup> and May 18<sup>th</sup> for a racial equity book club circle.  
**A motion was made by Ms. Rivas, seconded by Mr. Langschultz, to approve the Bergenfield Education Associations request to meet 5/11 and 5/18 in the Friends room. All in favor. Motion carried.**
- A request was received from Sean Perry to book the conference room 5/16, 5/18, 5/19, 5/25 and 5/26 from 3 pm to 7 pm.  
**A motion was made by Ms. Phipps, seconded by Mr. Langschultz, to deny the request on the grounds it does not comply with our policy guidelines which prohibit use of our facilities for commercial purposes. All in favor. Motion carried.**



### **President's Report**

President Neats wished the Board a happy belated Mother's day. President Neats reported that he has made a few visits to the library and has been in communication with Ms. Ballo.

### **Committee Reports**

#### **BCCLS and Friends**

No report from BCCLS

Ms. Ballo reported that the Friends' spring town-wide garage sale raised \$770. There will be another town-wide garage sale held in the fall.

#### **Building & Grounds**

Ms. Ballo reported that we are locked in to have the carpet and tile replaced the weeks of 11/7 and 11/14 and that she will have paperwork ready for the June meeting for an inter-fund transfer.

#### **Finance Committee**

The financial summary was distributed and discussed

#### **Personnel**

Ms. Ballo reported that a full time employee resigned and proposed that the position become a full time entry level professional position. This would make the youth services department comparable to the adult services department. Discussion followed.

**A motion was made by Ms. Rivas, seconded by Ms. Phipps, to authorize Ms. Ballo to change the paraprofessional position to a professional position. All in favor. Motion carried.**

#### **Policy**

No report.

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

Ms. Ballo shared that the Library will be participating in Family Fun Day on Sunday, June 5<sup>th</sup> and that Darlene Swistock will be recording the minutes at the June board meeting. Ms. Ballo reminded the Board that the Lucille Tendler event will be at the high school on June 12<sup>th</sup>.

#### **Trustee Education**

President Neats discussed an article included in the board packet regarding book challenges.

#### **Old Business**

No report.

#### **New Business**

President Neats reminded the Board about the Memorial Day parade with a new route and time for this year.

#### **Adjournment**

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

Meeting adjourned at 8:26 pm.



Respectfully submitted,

*Barbara Chittum*

Jennifer Murray, Recorder for  
Barbara Chittum, Recording Secretary