

# Worth-Pinkham Memorial Library

## BOARD OF TRUSTEES MEETING

February 26, 2024 at 6:30pm

### MINUTES

1. Call to Order and Open Meeting Act Statement

Meeting called to order at: 6:36pm

In attendance: K. Cosenza, H. Crowley, D. Mardy, J. Mongelli, D. Perricelli, D. Policastro, Mayor T. Randall, M. Taylor, H. Turk, C. Richards

Not in attendance: J. Clutterbuck, L. Surz

2. Minutes

1/22/2024 Regular Meeting

Motion to approve: H. Turk

Second: D. Perricelli

Abstentions:

3. Public Session 6:40pm

No public in attendance.

4. Trustee Reports

a. President's Report:

2024 Committee Appointments

- Personnel Committee: H. Turk, J. Clutterbuck, D. Mardy
- Finance Committee: H. Crowley, J. Clutterbuck and D. Perricelli
- Policies and Procedures: J. Clutterbuck, C. Richards
- Buildings and Grounds: L. Surz, C. Richards, H. Crowley

b. Treasurer, Herman Crowley

Capital Account Balance: \$197,682.06

Operating Account Balance: \$113,043.73

Total: \$310,725.79

Bills List Total: \$11,107.11

Motion to Approve: H. Crowley

Second: C. Richards

All in favor? Yes

Electric/Gas Expenses: Running about the same to this time last year  
Profit/Loss Statement: 1/3 Mill - is up with an increase of 41K

5. Library Director Report, Morgan Taylor, MLS

- Circulation
  - January total 3,437 (5% increase from December and a 10% increase from last year.
  - Added 166 items to the collection
  - The library is beginning a new collection called, "Middle Ground" aimed at those children in between childrens and young adult collections. Space is made possible by weeding the Adult collection.
- Facilities
  - fire extinguishers inspected
  - More people are coming in to use the space as a work space of late so the seating has been adjusted.
- Programs
  - 9 in January with a total of 128 people. Upcoming: Live Well, Age Better
  - Next month: virtual college funding workshop
  - celebrating NJ Makers day on 3/22 with an aviation theme in partnership with the Boy Scouts
- Staff News:
  - Personnel Committee met on 2/12 to discuss salary schedule
  - Annual performance meeting to start this month
- Gallery Exhibit:
- Community Engagement:
  - Blind Date with a Book to variety of salons this month
- Youth Services, Kevin Cosenza
  - Cardboard bakery
  - Maker's Day - reached out to the Aviation Hall of Fame & Museum of NJ and working with the Boy Scouts as volunteers

6. Borough Council Liaison Report, Councilman Dane Policastro

- Committee working on refining concept A into a concept D. Presented tonight.
- 48 person multi purpose room that opens to a patio area
- Access from multi-purpose room to storage room (to store chairs/tables should need arise). The storage area has a sink and countertop. This space would be accessible after hours as a stand alone entity.
- 2 bathrooms and a janitor's closet

- Staff space reconfigured to accommodate physical seating for at least 3 staff members plus public facing space.
- Book drop will be where the ATM currently is.
- Vault is the history vault
- Functional library space: reinvisioned so the entire top half is for young people. Push things for younger children towards the west wall.
- Young Adult space with furniture that moves.
- Lower half of building is the adult space- slightly less shelving space, but will have a more bookstore/"shopable" feel so we don't have to keep as much unused material. Highly curated collection. Work and flexible seating space
- Entrance vestibule - used book sale
- Next steps: library board approval/another joint committee meeting/ask consultant to update cost projections for a more broken down cost estimate/public presentation/soliciting public feedback
- Architectural Questions:
  - Is there a good line of sight into the entirety of the children's space?
  - Do we really need to keep the vault? Is the vault viable occupiable space
- Usage Questions
  - Shelving - can we do more?
- Possible timeline:
  - Meet in next 30 days
  - Public presentation in 30 days
  - Once public support and council willing to entertain an approval to move forward, there will be several months of passing the bonding, going out to bid for contractor (3m each minimum)
  - Target demolition/breaking ground sometime Fall of 24, but that is a very aggressive timeline. Beginning of '25 might be more realistic.
- Other Questions:
  - Public approval - consultant, architect would be at meeting

7. Superintendent of Schools Report, Dr. Diane Mardy

- Wednesday is the Bears v. The Borough bowling event to benefit the Stigma Free initiative. All money raised will go towards scholarships for NH students looking to go into mental health.
- Read Across America is next week. M. Taylor and K. Cosenza will come to the school
- Multi Cultural Celebration is this Friday. This is the first time and it will include performances and presentations representing different cultures. 5-7pm.

8. Old Business

None

9. New Business

2024 Salary Schedule

- Discussion: ~4% for all employees starting 3/1
  - Staff members will move to the 3/1 date after they hit their one year anniversary
  - Performance Review: can we move from narrative review to something with more focus/topics/targets/rubrics/goals (goals should come from the strategic plan)
    - right now, the director does not get a formal written evaluation

Motion to approve: H. Crowley

Second: D. D. Perricelli

All in favor.

Exhibit Policy

- The Policy and Procedures committee will look at it before the next meeting

10. Closed Session:

none

11. Adjournment

Motion to adjourn: D. Mardy

Second: H. Crowley

All in favor? Yes

Time of Adjournment: 8:00pm

**Date of Next Meeting:** Monday, March 18, 2024 at 6:30pm