

## MEETING OF TUESDAY, FEBRUARY 22, 2022

### MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HOBOKEN FREE PUBLIC LIBRARY, HELD IN A ZOOM ONLINE VIDEO CONFERENCE IN HOBOKEN, NEW JERSEY ON TUESDAY, FEBRUARY 22, 2022 AT 6:30 P.M.

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----- Meeting Excerpt -----

#### 1. Call to Order

Board President Abernathy called the meeting to order at 6:32 p.m. and certified that pursuant to the Open Public Meetings Act, notice of the meeting had been given in the annual meeting notice, which was adopted at the July 27, 2021 meeting of the Library Board and amended on December 21, 2021, and which notice was provided to the Jersey Journal and the Hudson Reporter, was posted at the Library website and at Hoboken City Hall, and filed with the Hoboken City Clerk. The meeting notice as amended at the outset of the Coronavirus-19 (COVID-19) emergency provides the internet and telephone conference number and access code in advance of the scheduled meeting.

#### 2. Roll Call

Roll call was taken:

Attendance	Present	Absent	Notes
Dr. Jerome Abernathy, President**	X		
Mrs. JoAnn Serrano, Treasurer**	X		
Ms. Susan Murcko, Secretary**	X		
Ms. Amanda R. Blaney**	X		
Ms. Jennifer Evans, School Superintendent's Designee***	X		
Mr. Jason Freeman, Mayor's Designee***	X		
Ms. Raakhee Mirchandani**	X		
Mr. Jack Silbert**	X		
Mr. Kurt Thoens**	X		

\**Ex officio* under NJ state law.

\*\*Present via remote connection.

Also in attendance were: Library Director Jennie Pu, Library Counsel Michael Cerone, Esq., Recording Secretary Clark Matthews and members of the library staff and public.

#### 3. Acceptance of Minutes

---Dr. Abernathy: Asked if trustees had any comments or corrections to the minutes of the January 25, 2022 meeting. There being none, acceptance of the minutes was added to the consent agenda.

#### **4. Public Comments**

---Dr. Abernathy: Invited comments from the public. There were no public comments.

#### **5. Director's Report**

---Ms. Pu: Highlighted several items from the Director's Report: The library has received a \$10,000 American Rescue Plan (ARP) grant for its digital oral history project. The main library is now open on Sundays, so operations have returned to seven days per week. There has been staff turnover; the new Youth Services Manager is Vanessa Soto. Three events were especially significant: the BitCoin and Cryptocurrency event on February 15<sup>th</sup> was a big success and received press notices; Black History Month was celebrated with "Poetry and Pitch" performances by award-winning artists on February 19<sup>th</sup>; and the Chinese Lunar New Year was celebrated with a video on making dumplings using a local recipe. The library renovations are coming into the home stretch with work continuing on the second and third floors. The 2022 Library Festival will be on June 11<sup>th</sup>. Programs went well during the month; Nichole Marconi and colleagues from Yale School of Drama had an event on theatrical careers. Discussions with the MakerBar team continued; they were displaced by the fire on Harrison Street and hope they can find facilities at the library. In the board package, there is a job description for a new social worker position, which will be a welcome addition to the staff later this year. Lastly, the director asked for board approval of an extension of the library Covid mask policy so that it conforms to the municipal policy.

---Dr. Abernathy: Asked if the request was to extend the date for required masking or to mirror municipal policy. Discussion about what the municipal policy currently is.

---Mr. Freeman: Described the city's masking policy as regards city hall employees and visitors.

---Ms. Evans: Noted that there are children involved at the library. Discussion about Covid masking becoming optional for schools on March 7.

---Mr. Cerone: The governor has dropped the mandate as of March 7; after that districts can decide for themselves. Discussion about patrons objecting to a mask mandate when it is optional for parents and children. Further discussion about tabling the matter for discussion at the board retreat.

#### **6. Committee Reports, Including Finance Committee and Payment of Bills**

---Mr. Chapka: Reported for the Buildings and Grounds Committee: The new tin ceilings are being installed; about 90% of the YA area is done and they are now going up in the children's room; they will be primed and painted in a cream color; a decision will need to be made on the paint. The recessed lighting is being installed and HVAC units have been installed and tied into the freon lines. The work has passed the inspections for plumbing, electrical and framing, and finishing is going on now for the second- and third-floor bathrooms. In the future, a change order will be needed for cabling, including for the network, power, conduits, alarms, TVs, projectors, etc.

---Ms. Murcko: Asked if there is a plan to incorporate charging stations or charging technology in the renovation. Yes, there will be two locations for charging.

---Dr. Abernathy: Asked if the cabling will be in addition to library WiFi service. Yes, Cat-6 network cabling will connect the library network to the WiFi nodes.

---Mrs. Serrano: Reported for the Budget and Finance Committee: She described the financial matters before the board for approval: 1.) in Part A, to pay from the capital improvement Construction Account at Bayonne Community Bank (BCB) checks no. 366-367 totaling \$266,713.15; 2.) in Part A, to pay FY2021 library operating expenses with checks no. 9820-9824 totaling \$208,941.15; 3.) in Part A, to pay FY2022 library operating expenses with checks no. 9825-9847 and checks no. 8748-8780 totaling \$62,122.87; and 4) in Part B, to pay FY2022 expenses for library materials with checks no. 8781-8786 totaling \$13,763.63. Also before the board are two resolutions: 1.) a resolution to designate the library director as an authorized signer for the New Jersey Cash Management Account, and 2.) a resolution to reserve \$500,000 of FY2021 operating funds for capital improvement projects and to move those funds to the BCB Construction Account.

---Mrs. Serrano: She asked if there were any questions about the bills or resolutions. There being none, approval of the Part A bills and the resolutions was added to the consent agenda.

---Mrs. Serrano: Moved to pay the FY2022 Part B bills for library materials.

---Ms. Blaney: Seconded.

---Adopted by roll call vote as follows: YEAS: 8 NAYS: 0 RECUSED: 1 ABSTAIN: 0

Trustee	Yes	No	Recused	Abstain
Ms. Blaney	X			
Ms. Evans	X			
Mr. Freeman	X			
Ms. Mirchandani	X			
Ms. Murcko			X	
Mrs. Serrano	X			
Mr. Silbert	X			
Mr. Thoens	X			
Dr. Abernathy	X			

---Ms. Murcko: Reported for the Personnel and Policy Committee: The committee has interviewed the five strategic planning consultants being considered to create the next library Strategic Plan; after discussion, the committee decided to broaden the types of candidates and interviewed two more. Proposals are being solicited from consultants approved by the committee so that the costs can be evaluated. The committee also reviewed and refined the director’s proposed annual goals and asks that the board adopt them. The goals were added to the meeting consent agenda.

**7. President’s Report**

---Dr. Abernathy: Asked the trustees to consider when to resume face-to-face meetings; as more boards and business resume in-person operations it will be necessary for trustees to manage their meeting schedules accordingly.

**8. Library Foundation Report and Friends of the Library (FOTL)**

---Mrs. Serrano and Ms. Blaney: Reported for the Library Foundation: Their board met last week; they are planning to bring back Peter Pearson of Library Strategies to assist with merging the bylaws of the Friends and the Foundation. The merger of the Foundation and Friends is ongoing; their attorney is very busy extra time may be needed for incorporation. The results of the Foundation’s 2021 Annual Appeal were good; so far \$11,500 was collected including some large donations.

**9. Old Business and New Business**

---Dr. Abernathy: Called for any remaining Old Business or New Business. There was none.

**10. Consent Agenda**

---Ms. Murcko: Moved the board approve the meeting consent agenda as follows:

- a. Accept the minutes of the January 25, 2022 board meeting.
- b. Approve payment of Part A bills.
- c. Approve resolution approving change to the signature card for the library account at the New Jersey Cash Management Fund to the signature of the director.
- d. Approve resolution to reserve \$500,000 of FY2021 operating funds for capital improvements and to move the funds to the BCB library construction account.
- e. Adopt the revised annual goals for the Library Director as presented.

---Mr. Freeman: Seconded.

---Adopted by roll call vote as follows: YEAS: 9 NAYS: 0 RECUSED: 0 ABSTAIN: 0

Trustee	Yes	No	Recused	Abstain
Ms. Blaney	X			
Ms. Evans	X			
Mr. Freeman	X			

Ms. Mirchandani	X			
Ms. Murcko	X			
Mrs. Serrano	X			
Mr. Silbert	X			
Mr. Thoens	X			
Dr. Abernathy	X			

**12. Trustee Comments**

---Dr. Abernathy: Asked if there were any trustee comments. There were none.

---Mrs. Serrano: Moved to adjourn.

---Mr. Silbert: Seconded.

---Adopted by voice vote as follows: YEAS: 9 NAYS: 0 RECUSED: 0 ABSTAIN: 0

The meeting adjourned at 7:06 p.m.