

MEETING OF TUESDAY, NOVEMBER 28, 2023

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE HOBOKEN FREE PUBLIC LIBRARY, HELD IN THE LARGE PROGRAM ROOM OF THE HOBOKEN PUBLIC LIBRARY, 500 PARK AVENUE, IN HOBOKEN, NEW JERSEY ON TUESDAY, NOVEMBER 28, 2023 AT 6:30 PM.

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

1. Call to Order

Board President Abernathy called the meeting to order at 6:32 pm and certified that pursuant to the Open Public Meeting Act, notice of the meeting had been given in the annual meeting notice, which was adopted at the July 25, 2023 meeting of the Library Board and such notice was provided in the Jersey Journal and was posted to the Library website and at the Hoboken City Hall, and filed with the Hoboken City Clerk. The meeting notice was amended at the outset of the Coronavirus (COVID-19) emergency to provide the internet and telephone conference number and access code in advance of the scheduled meetings.

2. Roll Call

Attendance	Present	Absent	Notes
Dr. Jerome Abernathy, President	X		
Ms. Susan Murcko, Secretary	X		
Mr. Kurt Thoens, Treasurer	X		Joined at 6:36pm
Ms. Amanda R. Blaney	X		
Ms. Malani Cademartori, School Superintendent Designee *	X		
Mr. Damien DeBenedetto	X		
Mr. Jason Freeman, Mayor's Designee*		X	Excused absence
Ms. Raakhee Mirchandani		X	Excused absence
Mr. Jack Silbert	X		

**Ex officio* under NJ state law

**Present via remote connection

Also in attendance were: Library Director Jennie Pu, Library Attorney Douglas S. Zucker Esq., Assistant Library Director Andrew Luck, Recording Secretary Karla Aybar Reyes, and members of the public.

3. Acceptance of Minutes

—Dr. Abernathy: Asked if the Trustees had any corrections or comments regarding the minutes of the Board meeting of October 24, 2023. There being none, approval of the minutes was added to the consent agenda.

4. Public Comments

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

5. Director's Report

—Ms. Pu: Ms. Pu highlights items of note: The library was awarded a Library of Congress grant by the Connecting Communities Digital Initiative in the amount of \$69,449.39 for the project “The Puerto Rican Experience in Hoboken and America.” Ms. Pu presented at the BCCLS New Directors Training and paneled a session on crisis communication at the Library Journal Directors Summit. In her capacity as a ULC Board member, Ms. Pu opened for keynote speaker Dr. Jeremy Nobel at the ULC Annual Forum in Seattle, Washington. Ms. Pu and Library Council Douglas Zucker were invited by the NJ State Library and Library Link NJ to present at the Experienced Directors Summit on navigating civil service. Ms. Pu met with Senator Zwicker and State Librarian Jen Nelson to advance S3907, legislation that will ban book bans in New Jersey. Ms. Pu attended the League of Municipalities conference in Atlantic City to advocate for libraries. To date, there are nine book sanctuary libraries and municipalities in New Jersey, many recognizing Hoboken for leading the way. The Community Engagement team spearheaded our first story walk in front of Church Square Park to celebrate National StoryWalk Week. Youth Services had 18 visits to public and charter schools in October. The library had a kickoff meeting with library vendor Communico to develop a library mobile app. Collection Development is working on cataloging items for our Library of Things. Access Services staff are being trained on how to check items in and out. Additional lockers were added to the main library and a new locker was installed by the entrance of the Hoboken Historical Museum. The library's ESL program has doubled its level of student enrollment from the start of 2022. The library has formed a staff-led Extra Mile Taskforce to work on our internal customer service goals. Social Worker Emily Dalton joined the Hudson County Alliance to End Homelessness Coalition. Once she attends 3 meetings, she will be a voting member and can request funding from the county for our services. Ms. Dalton is also working with the Hudson County Division of Housing & Community to discuss how the library can serve as a count site during the 2024 Point-in-Time Count, a statewide effort to count all New Jersey residents experiencing homelessness in a 24-hour period. The Youth Services team is planning activities for teens joining our new Teen Advisory Board. They also had a successful Taylor Swift listening party

and Pink listening party. The library has added a book sanctuary webpage to its website, displaying the library and city resolutions to the public. Ms. Pu, Executive Development Assistant Karla Aybar Reyes, Special Collections Manager James Cox, and Business Manager Carolyn Hartwick attended the Hoboken Historical Museum gala.

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

—Ms. Pu: Reported on behalf of Michael Chapka for the Buildings and Grounds Committee: The lead certification documents need the final seal of approval. Clark Caton Hintz is making sure that they have everything we need before applying for reimbursement from the Historic Trust. Merrell & Garaguso are honoring issues that need fixing. They will come to the library next week to fix lights that burnt out on the 3rd floor chandelier.

—Mr. Thoens: Reported for the Finance Committee: Mr. Thoens described the financial matters before the Board for approval: 1) to pay from the Capital Improvement Construction Account at Bayonne Community Bank (BCB) checks 438 and 439 totaling \$8,151.71; 2.) in Part A, to pay library operating expenses with checks no. 11270-11335 totaling \$83,204, to pay via PayPal \$96.00 to Bitly, \$1,188.00 to Doodle AG, \$131.78 to Eventbrite, and \$1,188.00 to Hootsuite, and to pay via TD Bank \$279.00 to TechSoup; and in Part B, to pay expenses for library materials with checks no. 11336-11341 totaling \$35,484.22. Also before the Trustees is a resolution to reserve funds for capital improvements. He asked if there were any questions concerning the bills to be paid or the resolution. There being none, approval of the Part A and BCB bills and the resolution were added to the consent agenda.

—Dr. Abernathy: Moved the Board to approve payment of the Part B bills for library materials.

—Ms. Blaney: Seconded.

—Adopted by roll call vote as follow: YEAS: 6 NAYS:0 RECUSED: 1 ABSTAIN: 0

Trustee	Yes	No	Recused	Abstain
Ms. Blaney	X			
Ms. Cademartori	X			
Mr. DeBenedetto	X			
Ms. Murcko			X	
Mr. Silbert	X			
Mr. Thoens	X			

Dr.Abernathy	X			
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—Ms. Murcko: Reported for the Personnel and Policy Committee: Before the Board is a new Code of Conduct policy and a policy to guide the new Library of Things. The Library of Things will have various items available for patrons to check out. The list of items includes a selection of video games and consoles, a power washer, backyard games, and a telescope. A note will be added to patrons’ records to indicate that they signed the Library of Things policy and agreement. Four staff members have been selected to join the CWA bargaining committee. Business Manager Carolyn Hartwick will remain a part of the HMEA Supervisory Unit.

1. President’s Report

—Dr. Abernathy: There was no president’s report this month.

2. Hoboken Public Library Friends & Foundation Report

—Ms. Blaney: Reported that the Hoboken Public Library Friends & Foundation Books & Brew fundraiser was successful. Tickets were \$25 and the event was sold out and received good feedback from attendees. Ms. Blaney noted that today is Giving Tuesday and that the Friends & Foundation sent an email soliciting donations.

3. Old Business

—Dr. Abernathy: Called for any old business. There was none.

4. New Business

—Dr. Abernathy: Called for any new business. There was none.

5. Consent Agenda

- a. Excuse the absence of Mr. Freeman and Ms. Mirchandani.
- b. Accept the minutes of the October 24, 2023 meeting.
- c. Approve payment of Part A bills for library expenses.
- d. Approve payment of BCB Capital Improvement Bills.
- e. Approve resolution to reserve funds for capital improvements.
- f. Approve the Library of Things policy and Code of Conduct policy.

—Mr. DeBenedetto: Moved the Board to approve the meeting consent agenda.

—Ms Murcko: Seconded.

—Adopted by roll call vote as follows: YEAS: 7 NAYS: 0 RECUSED: 0 ABSTAIN: 0

Trustee	Yes	No	Recused	Abstain
Ms. Blaney	X			
Ms. Cademartori	X			
Mr. DeBenedetto	X			
Ms. Murcko	X			
Mr. Silbert	X			
Mr. Thoens	X			
Dr.Abernathy	X			

12. Trustee Comments

—Dr. Abernathy: Invited any comments by the Trustees. There were none.

—Ms Cademartori: Moved to adjourn.

—Dr. Abernathy: Seconded.

—Adopted by voice vote as follows: YEAS:7 NAYS:0 RECUSED: 0 ABSTAIN: 0

The meeting adjourned at 7:10pm.