

## Ramsey Free Public Library

### Meeting of the Board of Trustees May 8, 2023

The May meeting was called to order at 7:30 p.m. by Mrs. Martin with the reading of the public meeting law. Also present were Mr. Bogaenko, Mayor Dillon, Mrs. FitzPatrick, Mrs. Knauss, Mrs. McCaskey, Mrs. Palchisaca, Mrs. Rennie, Trustees, and Director Latham. Mrs. Ohnegian, Mrs. Thorp, and Councilman Gutwetter were absent. The minutes of the April 10, 2023 meeting were accepted as received on motion by Mrs. Martin, seconded by Mrs. McCaskey, and passed. The minutes of the Executive Session (April 10, 2023) were accepted as received on motion by Mrs. Martin, seconded by Mrs. McCaskey, and passed.

**Correspondence:** None

**Library Board Members Comments:** Mayor Dillon wished Director Latham good luck with the upcoming LibraryCon.

**Treasurer's Report:** Mr. Bogaenko forwarded the financial reports for April. Since it is early in the year, there is not yet anything significant. Approximately \$18,000 has been paid for capital improvements. Upon motion by Mrs. Martin, seconded by Mayor Dillon, approval to pay the April bills was unanimously passed. The treasurer's report was received and filed for audit.

Borough Attorney Scandariato was present regarding the upcoming sale of 101 South Central Avenue, part of the Kass estate. Aimee Kass was also present to provide the details regarding that sale. There is a buyer who will buy the property for \$770,000, with a closing date of Friday, June 9<sup>th</sup>. However, the transaction is currently under attorney review. One-eighth of the proceeds will go to the library. Upon motion by Mrs. Martin, seconded by Mayor Dillon, the terms of the sale of 101 South Central Avenue and acceptance of the bequest, contingent upon coming out of attorney review, were unanimously approved.

**Director's Report:** There was a temporary staff shortage in the library during the month of April caused in part by the retirement of Kathy Elwell, the May 1<sup>st</sup> start date for Brigitte Carroll, and Director Latham's vacation. Nonetheless, there were still fifty programs with over 1,200 participants.

The Glow in the Dark Egg Hunt, spearheaded by Ms. Suarez and her team, was an excellent event with approximately six hundred people in attendance, three hundred children and their accompanying parents. This is probably the largest event the library has held. For the event, the children's room was transformed into a glow in the dark experience; groups of approximately sixty children hunted for glowing eggs in the room along with prizes and crafts.

The Friends of the Ramsey Library held their Spring Used Book and Jewelry Sale in April; they raised over \$6,500, the third time they have raised over \$6,000. The jewelry portion of the sale now raises almost as much as the book sale. The proceeds will be donated to the library to support the Museum Pass Program, Summer Reading Program, Sunday Concert Series, and more. They added a preview sale night for Ramsey Library cardholders only. They gave \$4,000 to support the Museum Pass Program for 2023 which actually includes additional funds to possibly expand the library's offerings of passes. The FORL also donated \$12,000 to cover almost the entire cost for the Summer Reading Program, which includes all costs for events throughout the summer as well as prizes for the reading challenge portion.

The Ramsey Garden Club made their annual donation of potted plants to decorate the library. Photos were taken and posted to their social media accounts to commemorate the donation.

Regarding the Museum Pass Program, the library only has a portion of its passes available currently. This is due to a few things, including the fact that former Assistant Director Elwell handled all aspects of the program. All of the memberships came due at exactly the time when Ms. Elwell retired so there was some confusion in the switchover and the lack of renewal notices from some museums. Despite the problems, all of the library passes have been renewed and the library is waiting for the passes to arrive to be entered into the library's system.

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Director Latham created a system to track due dates for the passes and other details and to set timelines for approvals by the Friends. Consequently, renewals for 2024 should occur without incident.

The library partnered with the Environmental Commission on two Earth Day-related events, one in April (Building Pollinator Houses) and one in early May (Nature Photography). Liz Benfanti of the Environmental Commission brought in SOAR (Sharing Opportunities, Advancing Realities), a group which focuses on environmental education programs, to run the events.

In April the library hosted a special exhibit, entitled Michael's Crayon Creations, to help raise awareness of autism. The exhibit featured art by Ramsey resident Michael Popolo, showcasing the art of an individual with autism. A book display was paired with this exhibit.

In May the Historical Association will be displaying an exhibit of antique toys at the library. The toys are in their collection at the Stone House. This exhibit should raise awareness of the Historical Association.

Director Latham attended a free training event on new technologies at an all-day conference provided by LibraryLinkNJ.

The library received a check from the estate of Katherine Tucci who left the library \$1,000 in her will. The library board previously awarded the HVAC contract and now the various stages of paperwork between the borough, the contractor, and the architect/engineer are being completed. Things are on track to hold a meeting with the contractor and develop a timeline for the project.

Mrs. Martin will schedule a meeting, perhaps via Zoom, with Mr. Bogaenko and Mrs. FitzPatrick to work on a priority list from Soyka-Smith.

Mrs. Knauss reported that Mr. Hofmann helped Mr. Knauss improve the seniors' newsletter.

Reiner made repairs to a section of the baseboard in the children's room which had a hole which had begun to corrode. He replaced the section and repaired the underlying problem. Bi-annual maintenance on the system by both Reiner and Armistead was completed.

The library's plumber was brought in to fix some minor issues in the staff bathroom and kitchen. Both sinks in those areas were experiencing slow draining even after basic efforts to clear the pipes by the staff. There was also a small leak on the staff toilet which only occurred when flushing. Both issues were minor and quickly repaired by the plumber.

Director Latham shared the flyer for LibraryCon, scheduled for Saturday, May 13<sup>th</sup>. So far, 175 people are registered.

**Consent Resolution:** None

**Public Comment:** None

**Unfinished Business:** None

**New Business:** None

At 8:18 p.m., the meeting was closed on motion by Mrs. McCaskey, seconded by Mrs. Martin, and passed.





