

West Milford Township Library
Board of Trustees Regular Meeting

June 13, 2023

June 13, 2023: The regular meeting of the West Milford Township Library Board of Trustees was called to order at 7:01PM by Dr. Joan Oberer in the Library Conference Room of the West Milford Township Library and Community Center.

Open Public Meetings Law

Dr. Joan Oberer reviewed the announcement.

Roll Call of Members: The following Board and staff members were present:

Dr. Joan Oberer, President	Karyn Gost
James Rogers, Vice President	
Geoffrey Syme, Treasurer	
Sandra Nebel, Secretary	
Jodie Comune, Superintendent Representative	
Linda De Franco, Trustee	
Mayor Michele Dale, Mayor (Absent)	

Public Present

N/A

Approval of Minutes

Dr. Oberer motioned to approve the regular minutes of May 9, 2023. James Rogers seconded. All in favor, motion carried.

President's Report

Dr. Oberer announced that she plans to retire this year, the September board meeting will be her last one. Since her term ends in December, someone will need to fill in between October and December.

Director's Report

- I attended the NJLA Conference in Atlantic City from May 31-June 2, 2023. It was great to get back to the conference, as I had not been since before the pandemic.
- The Story Walk at Nosenzo Park was vandalized unfortunately, reported by Jim Rogers on May 25th. Thankfully the Department of Recreation and DPW responded quickly to replace Plexiglas and order replacements of the two broken stands. Theresa purchased and prepped a new book as well. All repairs should be completed in the next two weeks.

- In April, I applied for a mini-grant to receive special glasses for 2024's Total Solar Eclipse - and was approved. We will be receiving 1,000 pairs of glasses that we can share with other Township Departments/organizations if we choose. In addition, we will be provided with information on partnering with scientists and volunteers to conduct programs as well as virtual and in-person training opportunities.
- Summer Reading Club 2023 is almost here! Throughout the summer we will provide a variety of fun, unique, and educational programs for all age groups. Theresa's primary focus during the month of May was our 2023 Summer Reading Club. We will be returning to an in-person club, as the online READsquared program is no longer offered by the State Library. The kick-off will be Tuesday, June 27 with Super Bubble Fun Time! Theresa has completed the handouts and marketing materials. She will get those printed and will have mini meetings with the entire staff to inform them of the club, how it works, and all pertinent information.
- Theresa officially handed over Sundays in the Children's Room to Pam, as Pam is doing great and is comfortable in the room. Theresa asked Pam to work on programming for the summer, supervised and supported by Theresa, as training/mentoring is ongoing.
- Art installation (June – August): Local artist Patricia Treta's artwork is on display in the upstairs Gallery and hallway. I will write a short article for submission to the West Milford Messenger. (Strategic Plan 1.3. Expand opportunities for local writers, artists, and poets to exhibit and share their works with the public).
- Anne spoke with West Milford Heritage Committee member and Museum volunteer Kerry O'Brien about the possibility of him presenting programs on West Milford history at the library. I also took museum brochures to display in the library lobby (Strategic Plan 5.3 Foster new partnerships with West Milford Township departments, the West Milford Township School District classes and clubs, various community groups, organizations, and local businesses).
- John Malatras, founder and former owner of Harvest Moon Health and Nutrition in West Milford, reached out about doing a series of workshops on herbal supplements, health, and wellness in honor of his late wife. He is scheduled to give his first workshop on June 17. Also, Jane Morba, a local certified life coach, reached out about doing a workshop on goal-setting. She is scheduled to give her workshop on June 25 (Strategic Plan 5.3 Foster new partnerships with West Milford Township departments, the West Milford Township School District classes and clubs, various community groups, organizations, and local businesses).

- Elaine spoke with the Lions Club English Literacy representatives to promote our web based services to assist with Citizenship Exams (Peterson’s Test Prep and Pronunciator) and language course materials, freely available to patrons. She discussed encouraging the English Literacy students to acquire library cards (Strategic Plan 5.3. Foster partnerships with West Milford Township departments, the West Milford Township School District classes and clubs, various community groups, organizations, and local businesses).
- Due to the popularity of the first Poetry Workshop in May, Elaine booked local poet, Susan Lembo, for another workshop on June 17. In addition, Elaine coordinated with the Folklife Center of Northern New Jersey and Camp Hope to co-host a Folk Music and Poetry event at Camp Hope on June 3 ((Strategic Plan 1.3. Expand opportunities for local writers, artists, and poets to exhibit and share their works with the public and Strategic Plan 5.3. Foster new partnerships with West Milford Township departments, the West Milford Township School District classes and clubs, various community groups, organizations, and local businesses).
- Elaine continues to purchase non-English materials for the World Collection, including non-English self-help titles and LGBT titles. (Strategic Plan 2.5. Ensure that consideration of the needs of historically oppressed, underrepresented, and underserved groups is an integral part of collection development).
- Three Story Time sessions were held weekly during May. The final two sessions of toddler times were postponed until June 8 due to school visits. (Strategic Plan 3.2. Continue storytimes for young children).
- Children’s Services created a book/media display for Asian-American/Pacific Islander Month during May. The display featured authors, subjects, and themes relevant to the national observance. (Strategic Plan 4.9. Ensure equity and diversity in material selection, program offering, and services).
- Pam, as part of her training, attended a PALS Idea Sharing Workshop on Wednesday, May 17. (Strategic Plan 6.2. Encourage staff to attend relevant workshops, conferences and webinars)

Committee Reports

Finance:

N/A

Personnel & Policy:

Mr. Rogers, chairperson, reported that they met earlier today.

- Reviewed Karyn Gost's nine month performance evaluation.

Facilities & Maintenance:

Mr. Syme, chairperson, reported that they discussed:

- HVAC system currently in flux. Need to put out a bid for future contractor service.
- Signs in progress for next year.
- Met with the Museum Heritage Committee, they are very supportive of a joint history project with the library and Ch.77. Geoffrey Syme will submit a written proposal to the museum and Ch.77, then, pending approval, he will pass it on to Jodie Comune for support/participation from the high school, as well as from the Macopin History Club.
- Tonya Cubby mentioned that the museum has a collection of books not sold in the book sale, discarded by the library. Aged books that don't sell are sent overseas to World Books. Impressed by Librarian Anne Rolling, and her interest in archiving.
- Karyn Gost to source prices on office furniture.
- Theresa McArthur suggested adding a TV to the teen section to serve as a digital bulletin board where we can post school news, and teens can create/display content.

Friends of the Library:

Sandy Nebel, chairperson

- General meeting took place on May 25th. New member, Marge Dooley has a background in writing grants, and she will work with Roberta Schmidt on future grants.
- New FoL website in the works.
- Sponsoring six concerts at the Wallasch Estates this summer.
- Read the extensive list of FoL contributions to the library; these contributions will be listed on the FoL website.
- Book Sales are ready to go, collecting in August.
- The FoL will have a table at the weekly West Milford Farmers Market.

School Liaison:

Jodie Comune, Chairperson

- Display cases pending.
- Westbrook Library has a surplus of books, and they could give the ones the teachers don't take to the FoL. The FoL are most interested in children's books to add to the free lending libraries.

Action on Bills

Geoffrey Syme motioned to approve the bills. Dr. Oberer seconded. All in favor, motion carried.

Resolutions

N/A

Unfinished Business

Dr. Oberer motioned to approve the minutes from the Executive Session on May 9th, Geoffrey Syme seconded. All in favor, motion carried.

New Business

- \$500 estimate from Lindstrom Construction to replace a tree that was destroyed by a car that hit the building last year.
- \$485 invoice from the Rec Department to replace the broken stands on the Story Walk. The Rec Department will supply the labor and replace the plexiglass. Due to the pavilion becoming a hangout for kids, the proximity of the field, Dog Park, and the playground, the option of adding trail cameras as a deterrent to future vandalism was discussed.

Public Petition

N/A

Adjournment

Dr. Oberer motioned to adjourn at 8:03PM. Geoffrey Syme seconded. All in favor, motion carried.

Date of Next Meeting: July 11, 2023

Minutes prepared and respectfully submitted by: Michelle Hirsch