

- 1) At 7:35pm the online meeting was called to order by Ms. Karp. Present were Hildy Karp, Brian O'Leary, Marietta Zacker, Diego Ribadeneira, Jaime Saeed, Donna Grohman, Tracy Carroll, Jill Faherty, Shanize Haddock, and Jenna Leis. Friends representative Kathy Abrams joined at 7:37pm.
- 2) **Minutes:** Ms. Zacker made a motion to approve the minutes from the July meeting, Ms. Saeed seconded, all approved.
- 3) **Proclamation:** Ms. Faherty read out a proclamation honoring and extending congratulations to Phyllis Kalb on the occasion of her retirement at the South Orange Public Library. Ms. Grohman made a motion to approve, Mr. O'Leary seconded and all approved.
- 4) **Friends Update:** Tonia Moore is stepping down as president at the end of the year after 7 years of service to the Friends. The board expresses their thanks to her. The Friends are in the process of looking for a replacement.

The green Better World Books bin is looking much improved thanks to the library pages bringing over flow books into the building. Ms. Faherty is working on a new program for book donations on a trial basis.

The friends will sponsor the renewing of museum passes such as Storm King, the Brooklyn Botanical Garden, the Newark Museum, and the Morris Museum. They are working to have it done as soon as possible.

The Friends Jewelry sale will take place on Saturday, November 13th. Anyone interested in volunteering can email Ms. Abrams or Pam Bristah.

Author Charlotte McAllister Attenborough will be attending Newcomers day on Sunday, October 3rd to read her book 'Zakir, Get Outta The Street!' about relearning traffic safety. The friends will be donating a signed copy to the library. The event will be taking place at the skate house at Meadowland Park.

Ms. Karp expressed thanks to the Friends for all their hard work.

- 5) **Resolutions:** Resolutions were read out by Ms. Faherty to hire two new Part-Time Library Assistants, Noelle Brescia and Mahzebin Prapti effective September 27th, 2021. Ms. Zacker made a motion to approve which was seconded by Ms. Grohman and approved by all.
- 6) **Financial Report:** Ms. Faherty prepared an update for spending in full through the end of August and the library is on target to be spending around \$15,000 per month for the rest of the year. Mr. O'Leary commented that the budget is on track.

Mrs. Carroll motioned to approve the bills from operating totaling \$12,165.84, and trustees totaling \$922.91. The motion was seconded by Mr. O'Leary and approved by all. Ms. Grohman and Mrs. Carroll will sign the checks this week.
- 7) **Directors Report:**
 - a) **ARPA grant update:** Ms. Faherty shared that the library was awarded \$25,000 through the ARPA Grant (American Rescue Plan Act) to support digital connectivity in the community. The money will be used to extend Wi-Fi connection, expand the hotspot loan program, purchase laptops for training and patron use, and purchase digital periodicals (Press Reader).

- b) *Programing update:* Summer reading had 482 children and teens signed up this year, up from last year 64, and together read over 2700 books. 1188 people attended program throughout the summer. The Volunteen program was a huge success, especially the tech teens program where teens helped seniors with various technology. The program will be continuing into the fall. Ms. Faherty also highlighted the 9/11 20th anniversary memorial event. Over 100 people were in attendance and a recording of the event is on the libraries YouTube channel.

In regards to upcoming events the library will be participating in Newcomers day offering library card sign up, board book giveaways, raffles, crafts, tech teen station, and a read aloud of Charlotte Attenborough's book. The library will also be holding events for Hispanic heritage month including a virtual interview with Yuyi Morales, author of 'Dreamers', a reading from Ms. Zacker, and more throughout the month.

The library is now on TikTok, thanks to staff member Nashaya Lyons-Watson, with the hopes of putting out a video every week. Ms. Faherty would also like to implement more of a schedule for posting to Facebook and Instagram, along with regular scheduled updates for the library website.

- c) *Building updates:* The Connect exterior work is underway with a fence around the building. According to the contractor the work should take roughly 3 months but Ms. Faherty commented to plan for a few more. Ms. Karp suggested putting up signs, banners, and/or flyers with more information on the project for the community. The library ordered a banner for the September 11th program; however it was late so it can be used for this.
- d) *New Laptops:* The patron computers on the main floor of the library are running on Windows 7. In order to upgrade to the newest version of SAM they must be running on Windows 10. The cost for new computers is estimated at \$2,640. Mr. O'Leary made a motion to authorize up to \$3,000 out of the appropriate trustee account (Kosloski) to make the upgrade for better user experience. Ms. Grohman seconded, all approved.

- 8) **Personnel Committee:** Ms. Faherty presented her goals and objectives for 2021 to the Board. She has already started working with both the Friends and Foundation, attending meetings, and collaborating on programs such as Newcomers, jewelry sale, etc. She is continuing to work with the community and various department heads. She is working on a list of codes in order to pass the fire inspection. She has plans to declutter and organize office and work spaces in the library. Ms. Faherty is in contact with Village Administrator Adam Loehner about the elevators, back door, and bathrooms.

For 2022, some of Ms. Faherty's objectives include staff organization and development, brand marketing and promotion of library, creating a safe and healthy library environment for both patrons and staff, and curating the collection to best enhance the community.

Ms. Faherty also went over objectives for 2023-2025. These include managing the library budget to meet the necessary services and needs of the community, assess and further build upon special collections, as well as building a more diverse collection, build school relations, utilize and offer useful technology for the community, focus on building updates, enhance programming, and expand the skills and knowledge of the staff. Ms. Karp commented that Ms. Faherty did a great job on clearly presenting her objectives and how to she will make them happen.

- 9) **PR Committee:** The PR Committee has not met, however Ms. Zacker spoke with Ms. Faherty and explained what is available to her as far as the committee.

10) **Capital Campaign update:** At the July meeting the Board discussed what steps would be taken in the event that the library does not get the grant. However, Ms. Zacker commented that the capital campaign has no clarity on how to move forward without the grant and a discussion with Ms. Faherty is still needed. Ms. O'Leary commented that Ms. Faherty is working on the Capital request for 2022. He said the finance committee can take the next month to put together a proposal on how much money/time the project will take and present it at the November Board meeting.

11) **New Business:** Ms. Marvell is no longer on the library Board. Ms. Karp asked the Board and Ms. Faherty to think of possible candidates.

Mrs. Carroll asked about having the library's 150th birthday swag at Newcomers Day as part of a raffle. Ms. Faherty will look into it.

12) The meeting was closed at 9:04pm.

Respectfully submitted by
Shanize Haddock and Jenna Leis

