

- 1) At 7:35pm the online meeting was called to order by Ms. Karp. Present were Hildy Karp, Marietta Zacker, Diego Ribadeneira, Donna Grohman, Tracy Carroll, Jamie Saeed, Jill Faherty, and Jenna Leis. Village Trustee Bill Haskins joined the meeting at 7:40pm.
- 2) **Foundation Update:** The Foundation will not be meeting until next week. Ms. Karp mentioned that last year appeals were turned over to the Foundation and will be again this year. She said that while they still don't know the results of the New Jersey Construction Bond Act, the Board should be ready to move forward sometime in early to mid-November. Ms. Zacker said the newer Foundation members are looking to the Board for guidance and should think about how they are dividing the work.
- 3) **Minutes:** Ms. Faherty brought attention to two typos in the September meeting minutes. In bullet 1 Tracy Carroll was spelt with an 'e' and in bullet 10 the word grant was spelled grand. After acknowledging the typos Ms. Zacker made a motion to approve the minutes from the September meeting, Ms. Saeed seconded, all approved.
- 4) **Financial Report:** Mr. O'Leary was unable to attend the meeting but sent his updates in an email prior.
 - a) *Bills Payable:* Mrs. Carroll motioned to approve the bills from operating totaling \$13,668.57, and trustees totaling \$3,423.60. The motion was seconded by Ms. Zacker and approved by all.
 - b) *Capital Expenses:* Ms. Faherty reported that the expenses mentioned in the September Board meeting are being handled ASAP, this includes making sure the building is up to fire code and is on track for an inspection on November 4th. Furthermore, an appointment has been made with a company to address the issues with the boiler affecting the heat and hot water. Ms. Faherty is working with Mr. O'Leary to handle the expenses though they may go slightly over, as mentioned in Mr. O'Leary's email.

Ms. Faherty shared the YTD expenditures, starting the year with \$189,031 and spending \$135,908. This leaves \$28,037 for the months of November and December. The library on track for spending.

For the end of 2021 Ms. Faherty is waiting to hear the grant results before moving ahead with expenses such as the doors, light replacements, and carpet maintenance. She will be making capital requests in 2022 for expenses that include moving the telephones and staff computers to the village network, upgrades to the HVAC system, installing new filtered H2O fountains, and replacing window blinds.

5) Director's Report:

- a. *Building Update:* As Ms. Faherty previously mentioned the fire code upgrades and fixes to the hot water are on schedule. She also emailed pictures prior to the meeting of the progress on the Connett Building exterior. Most work has been done on the exterior but some progress has been made clearing and moving things out of the inside.

Ms. Faherty was invited to visit Tufts Library in Weymouth, Massachusetts on Friday. The library was awarded the Construction Management of America Award for a library having a building project under \$30 million. She will be visiting to get a visual and see the end results of this type of project.

In regards to the library bathrooms and elevator, Ms. Faherty has been in contact with Adam Loehner, Village Administrator, to get quotes for both and with his approval go move forward in making them ADA compliant. The original quote for the elevator looked to exceed the money from the grant so another was gotten. Right now the bathroom doors are the number 1 priority.

- b. *Programming and Services Update:* Hispanic Heritage month events were a success. Highlights include Ms. Zacker's program, which featured her book *Allies* and was attended by over 50 people, author interviews, story times, giveaways of bilingual picture and board books, and crafts such as maraca making. In addition, Ms. Faherty interviewed local author Josh Prager, who did a presentation of his book. Words bookstore in Maplewood partnered with the library for the author events to sell books and promote the events. Ms. Faherty mentioned they are looking to work with more publishers to host virtual author events at no cost to the library.

Newcomers Day was a success. It featured a storytime with author Charlotte McAllister Attenborough and a traffic safety talk with a local police officer. The library table was near the Foundation's, where they featured renderings of the building project, and the Friends table. 37 people signed up for library cards.

Library staff member Keisha Miller has been working with Seton Hall students to offer volunteer opportunities such as reading to children, homework help, and more. Tech Teens has continued with great success, registration at the last event was full. It is marketed towards seniors but anyone in need of tech help is welcome.

On Saturday, October 16th the Essex County clerks came to the library for passport applications and notary certifications. At least 35 people went through the line though no official number was counted. Ms. Faherty wishes to do this again in the future and more frequently.

The Friends Jewelry sale is on November 13th at 1pm in the SOPAC Lounge. People are encouraged to donate jewelry and can leave it at the library.

- c. *Marketing Update:* Ms. Faherty mentioned the article in the new Gaslight edition. It features herself and Ms. Miller. Channel 2 news recently came to the library and interviewed Ms. Faherty. The video can be found on the libraries Facebook page.

Beloved patron Nan Samons passed away at the age of 95. She has made a huge impact on the community and a memorial service is being held on October 20th from 1pm-3pm at the SOPAC Lounge.

- 6) **SOPL Board Composition:** Ms. Karp explained she has spoken to 2 potential candidates for the Board and has heard interest from a 3rd. It is her wish that the next meeting features a full Board. The Board will discuss revising the welcome packet for new members.

- 7) **Connett Project Update:** Ms. Karp is still waiting to hear back on the grant. Ms. Faherty heard from other library directors that the state has requested not to be asked about the timeline, they will reach out when they are ready with a decision. According to the original timeline it should be pretty soon.

In regards to publicizing the Connett project not much has been done besides in library displays and on the village website. Ms. Faherty stated that they were hoping the grant news would dictate what would be communicated to the public. It was suggested by Ms. Karp that moving forward they should publicize what has been accomplished so far. Ms. Zacker will take this up with committee and get back to the Board.

8) **New Business:** Ms. Zacker mentioned the new profile image on the library Facebook doesn't look right, the sizing is off. Ms. Faherty said she would take a look and make the needed changes.

Ms. Faherty brought up that the building mask policy is not on the library web page. This is being addressed. Ms. Karp suggested that the work for the Connett project also be added to the library website. Ms. Faherty will work to get this done as well as post to the Instagram and Facebook.

In Mr. O'Leary's absence Ms. Faherty brought up his concern that there are currently only 2 people on the finance committee. The possible new Board members may be asked to fill in these vacancies.

9) **Current and Upcoming:** If anyone is interested in volunteering at the Friends Jewelry sale on November 13th they may reach out to either Kathy Abrams or Pam Bristah.

The Next Board meeting will be held on November 16th at 7:30pm.

10) The Meeting was closed at 8:30pm.

Respectfully submitted by

Jenna Leis

