

December 5, 2023 Bayonne Library Board of Trustees Minutes.

7:07 pm: President Doria called the meeting to order and read the “open meeting” announcement once a quorum of members were present.

Attendance: Present: Maribeth Doria, Vincent Pelote, Donna Russo, Ryan Blake, and Caroline Ulivella.

Absent: Jennifer Vecchiarelli (excused).

Also Present: Melody Scagnelli-Townley, Library Director and Douglas S. Zucker, Esq., Board Attorney.

Agenda item: November 2023 minutes. Approval of minutes moved by President Doria, seconded by Vice-President Pelote, passed by unanimous roll call vote.

Agenda item: Consideration of November Bills lists. Approval of the bills list was moved by Trustee Ulivella, seconded by Trustee Blake, passed by unanimous roll call vote.

Agenda item: Consideration of Resolution 2023-40 “RESOLUTION APPROVING PAYMENT OF CERTAIN INVOICES TO CLARKE CATON HINTZ FOR ARCHITECTURAL SERVICES FOR RENOVATIONS TO THE LIBRARY”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by President Doria, seconded by Trustee Russo, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2023-41 “RESOLUTION APPROVING PAYMENT OF CERTAIN INVOICES TO TEKCON CONSTRUCTION FOR CONTRACTING SERVICES FOR RENOVATIONS TO THE LIBRARY”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Vice-President Pelote, seconded by Trustee Ulivella, passed by unanimous roll call vote without any discussion.

Agenda item: Director’s Report (including Construction Updates). For construction updates: Director Scagnelli-Townley reported on the progress of the 31st St. construction project including boiler work, elevator car replacement, wiring, painting, and tiling. She reported about the delivery of the new furniture. She reported about the need to order additional bookcases for the dais in the Main Lobby, as detailed in the monthly Director’s Report. She reported about her meeting with a structural engineer in order to evaluate the existing chiller tower & dunnage and the need to replace the chiller tower before Summer 2024, as detailed in the monthly Director’s Report. She reported on the anticipated reopening timeline of the 31st St. building, as detailed in the monthly Director’s Report. She reported on the available services at Story Court. She also reported about the application and payment structure for the remaining two payments from the Library Construction Bond Act grant, as detailed in the monthly Director’s Report.

For non-construction updates: Director Scagnelli-Townley reminded the Trustees about the Library’s closures for Christmas Eve, Christmas Day, New Year’s Eve, and New Year’s Day. She

detailed an update to the Bayonne Public Library website - the addition of the new "Circulation Policy". She provided a brief reminder about the 2024 funding received from tax revenues and from the NJ State Library's Per Capita State Aid, as detailed in the monthly Director's Report. She provided an update about the progress of the 2024 budget creation. She informed the Trustees about her ongoing work to draft new Library policies with the legal guidance of Board Attorney Zucker. She reported on the updated response deadline of a new grant opportunity: The Community Center Digital Connection Grant. She provided statistics from her hoopla annual review meeting, which indicated that patron response to and uptake of hoopla during the first year of service have been incredibly enthusiastic. She provided a brief update about the monthly Bayonne Book Club, which continues to have many repeat attendees, both in-person and online via Zoom. A copy of the Director's Report for December 2023 will be maintained with these minutes.

Agenda item: Consideration of Resolution 2023-42 "RESOLUTION APPROVING A NEW VOLUNTEER POLICY". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Vice-President Pelote, seconded by Trustee Blake, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2023-43 "RESOLUTION APPROVING A NEW DONATION POLICY". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Vice-President Pelote, seconded by Trustee Ulivella, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2023-44 "RESOLUTION APPROVING CERTAIN ORDER CONFIRMATIONS FOR THE PURCHASE OF LOBBY BOOKCASES AND AUTHORIZING PAYMENT OF CORRESPONDING INVOICES". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by President Doria, seconded by Vice-President Pelote, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2023-45 "RESOLUTION ADOPTING A THREE YEAR CAPITAL IMPROVEMENTS PLAN FOR THE BAYONNE PUBLIC LIBRARY". After Director Scagnelli-Townley read the resolution text aloud, Trustee Russo asked if the language of the resolution could be amended so that alternate funding sources, such as bonds and grant money, could also be used for planned capital improvements. Attorney Zucker amended the language and the amended resolution approval was moved by Vice-President Pelote, seconded by Trustee Blake, passed by unanimous roll call vote.

Agenda item: Consideration of Resolution 2023-48 "RESOLUTION SETTING THE SCHEDULE FOR THE 2024 MEETINGS OF THE BAYONNE PUBLIC LIBRARY BOARD OF TRUSTEES". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by President Doria, seconded by Vice-President Pelote, passed by unanimous roll call vote without any discussion.

Agenda item: Public Comments. Bayonne Resident Donna Holovach expressed excitement

about the reopening of the 31st St. building post-renovations and for the restarting of regular programming like weekly movie screenings & Tech Thursday computer classes.

Agenda item: Executive Session for the purpose of discussing personnel matters. Board moved to Executive Session at 7:58 pm, moved by Vice-President Pelote, seconded by President Doria.

Board moved out of Executive Session at 9:12 pm moved by Vice-President Pelote, seconded by Trustee Ulivella.

Agenda item: Consideration of Resolution 2023-46 “RESOLUTION APPROVING THE LIBRARY’S BUDGET FOR FISCAL YEAR 2024”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Blake, seconded by Vice-President Pelote, passed by unanimous roll call vote.

Agenda item: Consideration of Resolution 2023-47 “RESOLUTION TO RESERVE FUNDS FOR CAPITAL IMPROVEMENTS”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Blake, seconded by Vice-President Pelote, passed by unanimous roll call vote.

Meeting adjournment was moved by Vice-President Pelote, seconded by Trustee Blake, passed by unanimous voice vote at 9:17 pm.