

March 5, 2024 Bayonne Library Board of Trustees Minutes.

7:05 pm: President Doria called the meeting to order and read the “Open Public Meetings Act” announcement once a quorum of Trustees was present.

Attendance: Present: Maribeth Doria, Vincent Pelote, Donna Russo, Ryan Blake

Absent: Caroline Ulivella (excused) and Jennifer Vecchiarelli (excused).

Also Present: Melody Scagnelli-Townley, Library Director and Michelle Yang, Esq., Weiner Law Group.

Agenda item: February 2024 minutes. Approval of minutes moved by Board Treasurer Blake, seconded by President Doria, passed by unanimous roll call vote.

Agenda item: Consideration of February Claims List. Approval of the Claims List was moved by Trustee Russo, seconded by Vice-President Pelote, passed by unanimous roll call vote.

Agenda item: Consideration of Resolution 2024-08 “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 Russo, passed by unanimous roll call vote without any discussion.

Agenda item: Director’s Report (including Construction Updates). For construction updates: Director Scagnelli-Townley summarized key points, which are discussed in more detail in her monthly Director’s Report. She reported on the progress of the 31st St. construction project including the timelines for the required remaining elevator work & final inspection. She reported on the anticipated reopening timeline of the 31st St. building, and on the available services being offered at Story Court. She also reported on progress of the completion of the required “Substantial Changes to Project Request” form and its impact on the payout of the remaining two payments from the Library Construction Bond Act grant.

For non-construction updates: Director Scagnelli-Townley reported on her progress with a hiring plan, including the creation, posting, and interviewing for an Adult Services Librarian position and a Children’s Librarian position. She also reported on short-term plans to hire an Outreach Librarian and a Night Maintenance staff member. Director Scagnelli-Townley reminded the Trustees about the Library’s closures for Good Friday & Easter. She detailed an update to the Bayonne Public Library website - the creation and addition of the “Holocaust Memorial” information page. She informed the Trustees about her ongoing work to draft new Library policies with the legal guidance of Board Attorney Zucker. She reminded Trustees that as part of the 2024 paperwork for Per Capita State Aid funding for Fiscal Year 2025, she needed to have the email addresses, home address, phone numbers, and term dates of all Trustees. She provided a brief update about an adjustment to the “one third mill” funding based on tax court appeals with a more detailed discussion planned for the April 2024 Trustees meeting. She announced the annual Autism Summit with Kerry Magro. She reported on a monthly Hoopla

borrowing increase from 5 to 7 Flex borrows based on data from the first year of patron use. 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 March 2024 will be maintained on file with these minutes.

Agenda item: Community Center Digital Connection Grant Update. Director Scagnelli-Townley summarized the progress thus far on the CCDC grant. She reported on the completion of the "pre-award risk assessment" with the assistance of Donna Mauer from City Finance. She also reported on progress with the creation of floor plans and a more detailed project plan to satisfy the final requests of the State Library before an official award letter can be issued.

Agenda item: Consideration of Resolution 2024-09 "RESOLUTION APPROVING A NEW PUBLIC COMPUTER AND INTERNET USE POLICY". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by President Doria, seconded by Board Treasurer Blake, passed by unanimous roll call vote without any discussion.

Agenda item: Public Comments. Bayonne resident Donna Holovach said that the new public computer use policy was great because the Art & Music Room can get noisy and it was helpful to have guidance about which rooms were intended for which age ranges. She also requested an update on the consideration of electronic signage outside the 31st St building.

President Doria observed that March 2024 was one year since Director Scagnelli-Townley had been made Interim Director. President Doria thanked her for the smooth transition for both the public & staff and for the excellent work in keeping residents updated about the status of renovations.

Meeting adjournment was moved by Vice-President Pelote, seconded by Trustee Russo, passed by unanimous voice vote at 7:25 pm.