

October 7, 2025 Bayonne Library Board of Trustees Minutes.

7:00 pm: Vice President Pelote called the meeting to order and read the “Open Public Meetings Act” announcement once a quorum of Trustees was present.

Attendance:

Present: Vincent Pelote, Donna Russo, Caroline Ulivella (7:20 pm), Ryan Blake, and Anthony Kufra.

Absent: Maribeth Doria (excused) and Jennifer Vecchiarelli (excused).

Also Present: Melody Scagnelli-Townley, Library Director and Sapana Shah, Esq. attended in place of Douglas S. Zucker, Esq., Board Attorney.

Agenda item: September 2025 minutes. Approval of minutes moved by Vice President Pelote, seconded by Treasurer Blake, passed by unanimous roll call vote.

Agenda item: Consideration of October Claims List. Approval of the Claims List was moved by Vice President Pelote, seconded by Treasurer Blake, passed by unanimous roll call vote.

Agenda item: Director’s Report. Director Scagnelli-Townley gave details about the upcoming plans for hiring a new Night Maintenance / Boiler Operator. She provided an update about the finalization of a staff member’s title change within the Civil Service Commission. She reported on her submission of a Request for Exception Form for Per Capita State Funding and clarified that the exception had been approved, but that future exceptions would not be required because the standard had been met since the submission of the last Per Capita State Aid Report.

The Director provided information about the addition of PolicyMap to the “Databases” subpage on the website. She described new online access to The New York Times. She reminded everyone that the library is open on Columbus Day. She briefly outlined plans for 35 third-grade class visits this fall.

The Director gave updates about the past month’s programs. She provided information about upcoming programming for adults including a weekly afternoon movie, a weekly Yarn & Knitting Group, weekly Tech Thursdays classes, weekly Book-a-Librarian appointments, the monthly Bayonne Book Club, two tarot card reading classes, a biweekly Dungeons & Dragons campaign, an NAACP meeting, a self help group for the visually impaired meeting, a kidney wellness workshop, a Red Foxes meeting, and a special “Readings for Readers” tarot card reading event.

The Director also reported about upcoming regular weekly programming for children as well as special programming for children including a monthly bilingual storytime called “Little Spanish Scholars”, a monthly “Music with Miss Julia” class, a weekly chess club for tweens & teens, a monthly kids bingo night, and monthly childhood vaccination clinics.

The Director also gave an update about upcoming programming for all ages including a

Halloween themed family yoga, a jigsaw puzzle drop-in event, a book sale, weekly evening movies, a monthly flu & COVID vaccination clinic, a special Diwali celebration, and a live play retelling of The Legend of Sleepy Hollow.

She provided some professional development updates including her attendance at an America 250th anniversary planning meeting with the school district and other local community partners.

A copy of the Director's Report for October 2025 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 discussed the contract award detailed in Resolution 2025-32. She raised a potential issue with parking for staff during renovations. She discussed her submission of a monthly expenditure report for August 2025..

The Director also discussed the expected timeline for the upcoming work: Work on the roof would begin early October (after chiller season is over) and should be completed by mid-December. The solar panels will be removed in early October. The work in the "wing" roofing areas and above the new second floor areas will be completed between early October and end of November. The interior ceiling removal in the 2nd floor areas will occur in November & December. The existing chiller tower will be dismantled and the new chiller tower and related steel structures will be assembled between February and mid-March 2026. All work is anticipated to be wrapping up in early April 2026 and the punchlist being completed by the end of April 2026. All work must be finished, per grant agreements, by June 30, 2026.

Agenda item: Consideration of Resolution 2025-32 "RESOLUTION AWARDDING A CONTRACT FOR INTERIOR WORK TO PRAVCO INC". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Treasurer Blake, seconded by Vice President Pelote, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2025-33 "RESOLUTION APPROVING AN ANNUAL CONTRACT FOR LIBRARY SERVICES WITH THE NEW YORK TIMES". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Kufra, seconded by Vice President Pelote, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2025-34 "RESOLUTION APPROVING AN ANNUAL CONTRACT FOR LIBRARY SERVICES WITH SPRINGSHARE". After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Kufra, seconded by Treasurer Blake, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2025-35 "RESOLUTION APPROVING AN ANNUAL CONTRACT FOR LIBRARY SERVICES WITH BYWATER". 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: Consideration of Resolution 2025-36 “RESOLUTION APPROVING AN ANNUAL CONTRACT FOR LIBRARY SERVICES WITH MANGO LANGUAGES”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Treasurer Blake, seconded by Vice President Pelote, passed by unanimous roll call vote without any discussion.

Agenda item: Public Comments. Bayonne resident Donna Holovach praised the success of the cat adoption event and said she hoped that there would be more adoption events in the future. She also appreciated the return of the evening movies.

Agenda item: Executive Session for the purpose of discussing a shared services agreement and personnel matters & litigation. Board moved to executive session at 7:21 pm, moved by Trustee Russo, seconded by Vice President Pelote. During the executive session, Director Scagnelli-Townley updated the Board on progress with creating a shared services agreement with the City of Bayonne and a current matter that involves a settlement agreement.

Board moved out of executive session at 7:39 pm moved by Trustee Kufta, seconded by Vice President Pelote.

Agenda item: Consideration of Resolution 2025-31 “RESOLUTION AUTHORIZING A SETTLEMENT AGREEMENT WITH JUAN DANIEL PEREZ”. 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.

Meeting adjournment was moved by Treasurer Blake, seconded by Vice President Pelote, passed by unanimous voice vote at 7:40 pm.