

## **December 2, 2025 Bayonne Library Board of Trustees Minutes.**

**7:01 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 (7:03 pm), Ryan Blake, and Caroline Olivella.

**Absent:** Anthony Kufta and Jennifer Vecchiarelli (excused).

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

**Agenda item: November 2025 minutes.** Approval of minutes moved by Vice President Pelote, seconded by Trustee Olivella, passed by unanimous roll call vote.

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

**Agenda item: Director’s Report.** Director Scagnelli-Townley gave details about the upcoming plans with hiring a new Night Maintenance / Boiler Operator.

The Director provided information about the addition of The Wall Street Journal digital access to the “Newspapers” subpage on the Library’s website. She reminded everyone of the Library’s Christmas Eve/Day and New Year’s Eve/Day holiday hours.

The Director gave updates about the past month’s programs. She provided information about upcoming programming including a biweekly “Caregiver and Me” Pilates class, a special live performance of the Nutcracker by Bright Star Theatre, a New Parent Support Group meeting, a book sale, a “Wicker Winter” artist alley vendor market with over 20 local artists and an espresso bar pop-up, a winter party for children, and a Polar Express watch party.

She provided some professional development updates including her attendance at New Jersey Library Association’s Public Policy Forum and the Bayonne School District’s 250th America Celebration Committee meeting.

A copy of the Director’s Report for December 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 delays with beginning solar panel removals due to delays from the Building Department with issuing permits. She discussed her submission of a monthly expenditure report for October 2025.

**Agenda item: Consideration of Resolution 2025-39 “RESOLUTION APPROVING PAYMENT**

**OF CERTAIN INVOICES TO SETTEMBRINO ARCHITECTS FOR ARCHITECTURAL SERVICES”**. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by President Doria, seconded by Trustee Ulivella, passed by unanimous roll call vote without any discussion.

**Agenda item 2026 Budget discussion.** Director Scagnelli-Townley presented the 2026 fiscal year budget to the Trustees, reviewed a few variances from FY 2025 expectations, and answered minor questions from the Trustees.

**Agenda item: Consideration of Resolution 2025-40 “RESOLUTION APPROVING THE LIBRARY’S BUDGET FOR FISCAL YEAR 2026”**. 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 2025-41 “RESOLUTION SETTING THE SCHEDULE FOR THE 2026 MEETINGS OF THE BAYONNE PUBLIC LIBRARY BOARD OF TRUSTEES”**. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Vice President Pelote, seconded by President Doria, passed by unanimous roll call vote without any discussion.

**Agenda item: Consideration of Resolution 2025-42 “RESOLUTION APPROVING SALARY ADJUSTMENTS”**. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Ulivella, seconded by Vice President Pelote, passed by unanimous roll call vote without any discussion.

**Agenda item: Consideration of Resolution 2025-43 “RESOLUTION APPROVING ANNUAL CONTRACT FOR LIBRARY SERVICES WITH BRODART”**. 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: Holiday hours discussion.** Due to staffing limitations, Director Scagnelli-Townley requested closures on Friday, December 26th and Saturday, December 27th. The Trustees approved this schedule change.

**Agenda item: Bergen County Cooperative Library System (BCCLS) Consortium 2027 Membership discussion.** Director Scagnelli-Townley provided basic information to the Trustees about the benefits of membership in the BCCLS library consortium. She provided some information regarding the associated costs as well as the nearly year-long timeline for approvals and preparation for joining BCCLS. She requested permission to have Dave Hanson, BCCLS Executive Director, and Mimi Hui, Hasbrouck Heights Library Director and BCCLS President, attend the January 2026 Trustees meeting and present more detailed information about the benefits and costs of potentially joining the consortium. The Trustees agreed that joining a consortium would have a lot of benefits for the library and approved Dave and Mimi’s attendance at the January 2026 Trustees meeting.

**Agenda item: Director annual evaluation process discussion.** Director Scagnelli-Townley and Attorney Zucker reviewed with the Trustees the potential work flows for how the Director's annual evaluation process could be structured. The Trustees opted to have the Personnel Committee (Vice President Pelote, Trustee Russo, and Trustee Ulivella) meet to discuss Director Scagnelli-Townley's submitted evaluation form. The Personnel Committee will then present the results of their evaluation and any related recommendations at the January 2026 Trustees meeting.

**Agenda item: Public Comments.** Bayonne resident Donna Holovach asked a question regarding the use of profits from the monthly book sales. She also requested that, in future years, the Hudson County Animal League "Santa Paws Tree" party and the November Historical Society presentation not be scheduled on the same night because she would like to attend both events.

**Meeting adjournment was moved by Treasurer Blake, seconded by Vice President Pelote, passed by unanimous voice vote at 7:58 pm.**