

April 14, 2026 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, Ryan Blake, Caroline Ulivella, and Kerry Weinstein.

Absent: Anthony Kufta (excused).

Also Present: Melody Scagnelli-Townley, Library Director and Pamela Fleming, Esq., Board Attorney.

Agenda item: March 2026 minutes. Approval of minutes moved by President Doria, seconded by Treasurer Blake, passed by unanimous roll call vote.

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

Agenda item: Director’s Report. Director Scagnelli-Townley provided highlights from the past month’s programs. She also provided information about upcoming programming including a new twice weekly ESL Conversation Group for the summer “semester”, several “Community Conversations” mayoral candidates forums, a free wellness screening from the Hackensack Meridian Health van, the continuation of the very popular “Exploration Station” sensory play program, a book sale, a “Parents Swap and Sell” program for parents to sell or trade gently used maternity, baby, & child items, the return of the Bayonne School District’s annual elementary art show, and the annual virtual autism summit with Dr. Kerry Magro.

She provided some professional development updates including her [recent honor by Hudson County](#) at their annual Women’s History Month celebration, which chooses one woman honoree from each Hudson County municipality.

A copy of the Director’s Report for April 2026 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 construction work - completion of second floor demolitions, the percentage completion of plumbing work and framing work, the removal of the old chiller unit on the roof, and the installation of the dunnage & new chiller unit. She discussed the upcoming work schedule, which includes rough mechanicals for baseboard heat, electrical rough-ins, finalization of lighting plans, interior ceiling installation, and measurements & installation of piping for the chiller.

She also detailed the results of the structural engineer’s probe of the southwest corner facade crack: a section of the corner drain pipe has leaked and/or has rusted and this resulted in

displacement of the brick. She explained that she would speak on this at greater length at the May 2026 Trustees meeting once she had received a quote from the construction company, Pravco, for the cost of the repairs and information from the architect, Settembrino, about whether the repairs were necessary and if/when they should be undertaken.

She discussed her submission to the State Library of a monthly expenditure report for March 2026, the progress of an upcoming payment request to The NJ State Library, and an upcoming in-person grant compliance visit with a third party auditor and the NJ State Library.

Agenda item: Consideration of Resolution 2026-14 “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 Treasurer Blake, seconded by President Doria, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2026-15 “RESOLUTION APPROVING PAYMENT OF CERTAIN INVOICES TO PRAVCO, INC. FOR CONSTRUCTION SERVICES”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Vice President Pelote, seconded by Treasurer Blake, passed by unanimous roll call vote without any discussion.

Agenda item: Consideration of Resolution 2026-16 “RESOLUTION APPROVING CONTRACT FOR PAYMENT TO LBJ INTERIOR SOLUTIONS A FURNITURE GROUP”. 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 2026-17 “RESOLUTION APPROVING CONTRACT FOR PAYMENT TO 9TO5 SEATING A FURNITURE GROUP”. After Director Scagnelli-Townley read the resolution text aloud, resolution approval was moved by Trustee Ulivella seconded by Trustee Weinstein, passed by unanimous roll call vote without any discussion.

Agenda item: Time clock discussion. Director Scagnelli-Townley requested clarity about how to proceed regarding setting up a time clock for the library. At the March 2026 Trustees meeting, a resolution for establishing a contract with TCP for time clock software was not approved, mainly due to the high initial cost to set-up the time clock units. However, the Director’s 2025 annual evaluation listed “Set up electronic clock-in, clock-out system for staff” as a 2026 goal and the Personnel Committee approved this goal. Therefore, the Director requested clarity about whether the Trustees preferred that she drop the goal for the year or whether they preferred that she conduct more research and return with a cheaper option for time clock systems and software. After some discussion and questions to the Director, the Trustees determined they wanted her to keep the goal, but aim for a system with a less expensive cost.

Agenda item: Consideration of Resolution 2026-18 “RESOLUTION APPROVING CONTRACT FOR LIBRARY GOODS AND SERVICES WITH BOOKAZINE”. 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 2026-19 “AWARDING AN ANNUAL CONTRACT FOR WEBSITE HOSTING SERVICES FOR DIGITAL PRICKLE THROUGH A NON-FAIR AND OPEN PROCESS”. 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 2026-20 “APPROVING REVISED MATERIALS SELECTION AND RECONSIDERATION POLICY”. After Director Scagnelli-Townley read the resolution text aloud, the Trustees asked some questions related to the changes required in the Reconsideration part of the policy. Once those questions were resolved, the resolution approval was moved by Vice President Pelote seconded by Treasurer Blake, and passed by unanimous roll call vote.

Agenda item: Reminder regarding annual financial disclosure statements for Trustees. Director Scagnelli-Townley reminded the Trustees that they needed to fill out their annual financial disclosure statements. She informed them that they should have received an email from the City Clerk, Madelene Medina, with the required log-in and directions. She also requested that Trustees contact her if they had not yet received their statements and/or had issues with completing them.

Agenda item: Public Comments. Bayonne resident Donna Holovach asked a question regarding the status of public bathrooms that had been temporarily closed during construction. She encouraged everyone to vote in the mayoral election on May 12, 2026.

Meeting adjournment was moved by Vice President Pelote, seconded by President Doria, passed by unanimous voice vote at 7:38 pm.