The regular monthly meeting of the Board of Trustees of the Free Public Library of Elizabeth, NJ, was held remotely via Zoom on April 20, 2021. President Aaron Goldblatt called the meeting to order at 4:14pm. A quorum was established by roll call.

**ROLL CALL**


Also present were Mary Faith Chmiel, Library Director; Assistant Director, Robert Barbanell; and Celeste Layton, Office Manager, taking minutes.

Ms. Chmiel, Library Director, announced that adequate notice for this meeting was sent to The Star Ledger, and posted at City Hall.

Visitors: Ed, Maffey’s Security Representative.

It was moved by Ms. Tidd, seconded by Mr. Delgado to accept the minutes from the previous meeting. Vote: Vote by Acclamation. Nays: None. Abstentions: Mr. Delgado and Ms. Serratelli.

**TREASURER’S REPORT:**

- Mr. Freedman informed the Board of Trustees that 75% of the fiscal year is complete as well as approximately 75% of the budget.

- Ms. Chmiel noted that on Page 8 building security system should be under capital expenses.

- Mr. Freedman questioned the mileage reimbursement expense. Ms. Chmiel explained it is not for maintenance, but for travel reimbursement for Roel Laurel and Celeste Layton.

It was moved by Mr. Freedman, seconded by Ms. Tidd to accept the Treasurer’s Report. Vote: Ayes: Mr. Eloy Delgado, Mr. Ted Freedman, Mr. Aaron Goldblatt, Ms. Pearl Serratelli, Ms. Lorraine Tidd, and Mr. Martin Weingast. Nays: None. Abstentions: None.

**PRESENTATION OF BILLS AS OF APRIL 16, 2021:**
• Mr. Freedman questioned Voucher #32461 to Louis Cagnassola in the amount of $920.00. Ms. Chmiel explained Louis Cagnassola is an IT Consultant who works with Edwin Lopez on large projects.

• Ms. Tidd inquired about Evelyn Thompson’s work schedule. Ms. Chmiel confirmed that Evelyn Thompson is scheduled for two days a week, but may have worked extra during the month.

• Mr. Freedman asked if new signatures and stamps are in place. Mr. Goldblatt commented that he has not gotten a response from the Bank. Ms. Chmiel committed to following up with the Bank on Mr. Goldblatt’s behalf.

• Ms. Tidd questioned LMxAC. Ms. Chmiel informed her that LMxAC is a library consortium and is used for digital materials.

   It was moved by Mr. Delgado, seconded by Mr. Weingast to accept the Bill List. Vote: Vote by Acclamation. Nays: None. Abstentions: None.

DIRECTOR’S REPORT

Consult your packet for the complete report. Highlights include:

• Ms. Chmiel informed the Board of Trustees that The Elizabeth Public Library is open to the public 6 days per week.

• Ms. Chmiel explained the current schedule, created by Assistant Director Robert Barbanell, includes a compensation day for Saturday while maintaining all employees’ work hours for the pay period. Mr. Delgado questioned the Union’s acknowledgement of the schedule and Ms. Chmiel confirmed the schedule has been granted temporary approval until the new contract is settled.

• Ms. Serratelli questioned when the Library will open at 9am. Ms. Chmiel explained there is not a lot of foot traffic during the 9-10am time period. Ms. Chmiel concluded September is the goal to resume normal business hours. Mr. Delgado agreed and noted that a return to normal operation in September aligns with the plans of local school districts.
• Ms. Serratelli inquired about opening the LaCorte branch. Ms. Chmiel explained that the LaCorte location is currently a COVID vaccination and testing site and parking for Library patrons would be difficult.

• Mr. Delgado explained the current State metrics of Union County and specifically the City of Elizabeth. Mr. Delgado encouraged a “safety first” approach with reopening strategies.

• Ms. Chmiel noted that employment offers have been made for both the Branch Manager and Children Librarian.

• Ms. Chmiel updated the Board of Trustees on the City of Elizabeth’s acknowledgement to fund 50% of the work connected to the Construction Bond Grant.

• Ms. Chmiel informed the Board of Trustees that C.W.A. Union negotiations will begin early May via Zoom meeting.

• Ms. Tidd requested an update on the technology grant. Ms. Chmiel explained the work being completed by Tech Support and acknowledged the launch of the laptop and hot spot loan program is taking longer than originally expected.

• Ms. Jackson questioned the attendance at the Sorority Heritage program. Ms. Chmiel reflected that earlier publicity might have resulted in larger attendance. Ms. Chmiel noted that one month of advertising prior to an event yields the best response. Ms. Jackson committed to following up on the advertising of the event.

• Mr. Goldblatt and Mr. Delgado updated the Board of Trustees on the reopening plans of Elizabeth and Linden’s School Districts.

• Ms. Serratelli questioned if teachers were mandated to be vaccinated and Mr. Delgado explained the distinction between fully approved vaccines and emergency approval of the COVID vaccine. Mr. Delgado concluded that it is strongly encouraged, but not mandated that teachers are vaccinated.

• The Board of Trustees discussed COVID vaccination mandates in local municipalities.

• Ms. Tidd noted Ms. Chmiel’s recent health issues and wished her a complete recovery.
• Ms. Tidd noted Mr. Delgado’s recent television appearance.

It was moved by Ms. Tidd, seconded by Ms. Serratelli to accept the Director’s Report. Vote: Vote by Acclamation. Nays: None. Abstentions: None.

UNFINISHED BUSINESS:

• Ms. Chmiel presented Maffey’s revised quote to The Board of Trustees. Mr. Freedman questioned how the Library would finance the safety upgrades. Ms. Chmiel offered the possibility of either operating budget funds or capital expenses funds.

• Mr. Weingast inquired about the timeline of the Maffey’s Security project. Ms. Chmiel confirmed the upgrades could begin 30 days from the Board of Trustees’ approval.

It was moved by Mr. Weingast, seconded by Mr. Delgado to accept the revised quote from Maffey’s Security before the end of the fiscal year. Vote: Vote by Acclamation. Nays: None. Abstentions: None.

NEW BUSINESS

• The Board of Trustees discussed mandating COVID vaccination for employees of The Elizabeth Public Library.

• Ms. Chmiel presented the 2021 budget and highlighted her request for an additional $200,000.

CLOSED SESSION

• It was moved by Mr. Delgado, seconded by Ms. Tidd to move to closed session. Vote: Vote in Acclamation. Nays: None. Abstentions: None.

• It was moved by Mr. Delgado, seconded by Ms. Tidd to accept the hiring of Jeff Cupo as the Head of Reference with an annual salary of $69,000. Vote: Vote by Acclamation. Nays: None. Abstentions: None.

• It was moved by Mr. Delgado, seconded by Ms. Serratelli to accept the retirement of Lynn Lampariello. Vote: Vote by Acclamation. Nays: None. Abstentions: None.
• It was moved by Ms. Serratelli, seconded by Mr. Goldblatt to accept the resignation of Hilda Elena Fernandez-Diaz. Vote: Vote by Acclamation. Nays: None. Abstentions: None.

It was moved by Mr. Delgado, seconded by Ms. Tidd to move out of closed session. Vote: Vote in Acclamation. Nays: None. Abstentions: None.

ADJOURNMENT

It was moved by Mr. Delgado, seconded by Ms. Serratelli to adjourn at 5:33pm. Vote: By Acclamation. Nays: None. Abstentions: None.

Submitted by Celeste Layton