

**January 16, 2020**

The reorganization meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:05pm.

Present: Albro, Bucaro, Centanni, Dabal, Lee, Mizdol, Preinfalk.

Absent: DiBernardo, Thompson.

On a motion by Mrs. Centanni, seconded by Mrs. Mizdol, Mrs. Bucaro was elected temporary Chairman.

Roll Call: All in favor—so ordered.

Mrs. Bucaro called for nominations for the office of President. Mrs. Preinfalk nominated Mr. Albro for President. This was seconded by Mrs. Centanni.

Mr. Albro accepted the office of President so a motion was made by Mrs. Centanni, seconded by Mrs. Mizdol to close the nominations for President.

Roll Call: All in favor—so ordered.

Mrs. Bucaro called for nominations for the office of Secretary. Mrs. Centanni nominated Mrs. DiBernardo for the office of Secretary, which was seconded by Mrs. Lee.

A motion was made Mrs. Mizdol, seconded by Mrs. Lee to close the nominations for the Office of Secretary.

Roll Call: All in favor – So ordered.

Mrs. Bucaro called for nominations for the office of Treasurer. Mrs. Mizdol nominated Mrs. Centanni for the office of Treasurer, which was seconded by Mr. Albro

Roll Call: All in favor – So ordered.

Mrs. Centanni accepted the office of Treasurer so a motion was made Mr. Albro, seconded by Mrs. Preinfalk to close the nominations for the Office of Treasurer.

Roll Call: All in favor – So ordered.

### **RENEWAL BUSINESS**

The first order of business was to select a day and time for Board meetings. On a motion by Mr. Albro, seconded by Mrs. Centanni, the Library Board of Trustees monthly meetings will be held the third Thursday of each month commencing at 5:00pm.

Roll Call: All in favor—so ordered.

On a motion by Mr. Albro, seconded by Mrs. Bucaro, the library will continue sending meeting notices to the Community News, the Record, and the Gazette.

Roll call: All in favor—so ordered.

On a motion by Mr. Albro, seconded by Mrs. Mizdol, the library will continue to send a paid announcement listing all regular meeting dates and times to the Community News.

Roll Call: All in Favor – So ordered.

On a motion by Mr. Albro seconded by Mrs. Centanni the library will continue to send meeting notices to the Gazette and Community News.

Roll Call: All in Favor – So ordered.

At this point Mrs. Centanni made a motion to adjourn the reorganization meeting and move to the regular meeting. The motion was seconded by Mrs. Mizdol.

Roll Call: All in favor—so ordered.

The reorganization meeting was adjourned at 5:13pm.



## John F. Kennedy Memorial Library

Marianne R. Willms, *Director*  
92 Hathaway Street  
Wallington, NJ 07057  
Tel: (973) 471-1692  
Fax: (973) 471-1387

January 16, 2020

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:15pm.

Ms. Willms informed the Board that adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law.

### Attendance Roll Call

Present – Albro, Bucaro, Centanni, Dabal, Lee, Mizdol, Preinfalk.

Absent – DiBernardo, Thompson

### Minutes

With the exception of a typographical error in the December minutes that Ms. Willms will correct a motion was made by Mrs. Bucaro seconded by Mrs. Mizdol to accept the minutes from the December 18, 2019 meeting.

Roll Call: Aye – Albro, Bucaro, Centanni, Lee, Mizdol.

Abstain – Dabal, Preinfalk.

### Public Portion

There being no one from the public present the Public Portion was open and closed.

### Budget Report

Even though a budget report had been prepared the acceptance of the report was tabled, because Mrs. Centanni noted the figures on the library's report did not reflect the figures as shown in the accounting from the Borough. Ms. Willms will be meeting with the town's CFO shortly after the meeting, and is hoping the financial statements will be in sync as a result of the meeting.

At this point in the meeting Ms. Willms brought to the Board's attention that a Kearny Bank CD will be maturing January 27, 2020. After a short discussion regarding the length of reinvesting the CD, a motion was made by Mr. Albro, seconded by Mrs. Bucaro to renew the CD for a seven month period.

Roll Call: Aye – Albro, Bucaro, Centanni, Lee, Mizdol.  
Abstain – Dabal, Preinfalk.

### Correspondence

Ms. Willms presented the *Certification of Agreement* that is sent by BCCLS every year to member libraries. The form ensures that the Library is in compliance with the bylaws of BCCLS and the policies and procedures of the membership. The form is signed by the President of the Library Board and the Library Director, and mailed to the BCCLS office.

A motion was made by Mrs. Centanni seconded by Mrs. Mizdol to accept, sign, and send the Certification of Agreement to BCCLS.

Roll Call: Aye – Albro, Bucaro, Centanni, Lee, Mizdol.  
Abstain – Dabal, Preinfalk.

### New Business

#### *Director's Report*

Ms. Willms spoke of something that had just come to her attention shortly before the Board meeting. Apparently there are individuals and groups who are undertaking what is called “First Amendment audits” and there have been reports that these people have gone into public libraries to ascertain whether or not their First Amendment rights have been violated. All encounters are recorded which may be used to document a claimed violation. All library staff will be made aware of this new social media campaign, and staff will meet to determine the best way to proceed if someone should show up at the library attempting to video a First Amendment Audit.

On a motion by Mrs. Mizdol, seconded by Mrs. Centanni, the Director's Report was accepted.

Roll Call: Aye – Albro, Bucaro, Centanni, Lee, Mizdol.  
Abstain – Dabal, Preinfalk.

#### *Bills*

Ms. Willms was asked about the BCCLS bill and if the total amount would be less for the year. Because the delivery system has made the large one time investments the membership cost for 2020 will be less than for 2019.

A motion was made by Mrs. Mizdol, and seconded by Mrs. Centanni to pay all bills presented at this month's Board meeting.

Roll Call: Aye – Albro, Bucaro, Centanni, Lee, Mizdol.  
Abstain – Dabal, Preinfalk.

### *Committee Reports*

Mrs. Preinfalk showed the graphic she created for the Academic Hall of Fame. Ms. Willms asked if she wanted to create a graphic for the High School Yearbook. She will modify the one she created for the Hall of Fame so it can be used for the yearbook.

Mrs. Lee had spoken with the manager at the Kearny Bank who would like to sponsor a money management program for children in third grade and up. She and Ms. Willms will work out the details. Mrs. Lee also suggested the next Paint and Sip night will be scheduled for March or April.

### Old Business

#### *New Library Update*

Mr. Albro advised all that the application process is moving along. Applications can be submitted beginning March 9, 2019 with the deadline being April 6, 2020. He will contact Mr. Iovino to determine the cost of the architect's fees for this next stage of the process. Board members were also informed that the Borough's grant writers are on top of the process and will be meeting with Mr. Iovino to define a course of action and what activities need to be undertaken.

#### *Bequest Update*

Mr. Albro had been in contact with Mr. Slomienski who said he would like to present the check to the Trustees at the January 23rd Mayor and Council meeting. All are welcome to attend.

### Other Business

Ms. Willms was told that both the custodian and bookkeeper are to be relieved of their position in the library. New job ads will be created and posted on both the town and library websites. Both of the individuals currently in the position are welcome to reapply. It was decided after a short discussion to make the bookkeeper position a 15-20 hours per month appointment.

There being no other issues or concerns brought before the Trustees at this time, the meeting moved to adjournment.

**Adjournment**

The next meeting will be held on Thursday February 20, 2020 at 5:00pm.

On a motion by Mrs. Lee, seconded by Mrs. Bucaro the meeting was adjourned at 6:00pm.

Roll call: All in favor—so ordered.



## John F. Kennedy Memorial Library

Marianne R. Willms, *Director*  
92 Hathaway Street  
Wallington, NJ 07057  
Tel: (973) 471-1692  
Fax: (973) 471-1387

February 20, 2020

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:00pm.

Ms. Willms informed the Board that adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law.

### **Attendance Roll Call**

Present – Albro, Bucaro, Centanni, Dabal, DiBernardo, Lee, Mizdol, Preinfalk, Thompson.

### **Minutes**

There being no discussion a motion was made by Mrs. DiBernardo, seconded by Mrs. Bucaro to accept the minutes of the January 16, 2020 Library Board meeting.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson.

Abstain - Dabal, Preinfalk.

### **Public Portion**

Mr. Robert Stamper was present and asked the Trustees if he could get in writing the reason why he was let go of his library position. He was directed to contact the Borough Administrator.

There being no one else present a motion was made by Mrs. DiBernardo seconded by Mrs. Lee to close the Public Portion.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson.

Abstain - Dabal, Preinfalk.

### **Budget Report**

The library does not yet have a bookkeeper employed so there were no updated financial statements to present to the Board. Mrs. Centanni asked if the 2019 budget report had been reconciled with the Borough accounting,

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson.

Abstain – Dabal, Preinfalk.

### *Committee Reports*

FINANCE - Mrs. Centanni would like to see the PSE&G invoices for the Library and VFW separated into two line items. Ms. Willms will email the Borough Administrator to request this.

Mrs. Mizdol requested that another Board member be appointed to the Finance Committee. She could possibly be away for the next 2 Board meetings and would like to see someone else working with Mrs. Centanni during her absence.

PROGRAMMING - Mrs. Lee handed out information about another artist who lives in town by the name of Maria Majka Nowak. She would like to host a program for children and/or adults sometime in April. Ms. Willms will speak with Ms. Dunsheath about scheduling this program.

### **Old Business**

#### *New Library Update*

Mr. Albro spoke of the email sent by Mr. Iovino outlining what his firm will be doing as we move forward in the application process for obtaining funds from the State for the new library. The architect's cost for this next phase will be \$7,500.00. Mr. Albro called for a motion to approve this payment to the architect.

A motion was made by Mrs. Centanni seconded by Mrs. DiBernardo to pay the architect this fee.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson.

Abstain – Dabal, Preinfalk.

Mr. Albro addressed the next order of business which is to transfer the money from the Library's Capital Account Building Fund to the Operating Account.

A motion was made by Mrs. Mizdol seconded by Mrs. Centanni to move \$7,500.00 from the Capital account to the Operating account.



but again, since there is no bookkeeper the 2019 budget report could not be updated. Ms. Willms was asked to continue getting monthly printouts from the Borough so all the information will be available when a new bookkeeper is hired.

### New Business

#### *Director's Report*

Ms. Willms handed to all copies of a schedule of "Regional Listening Meetings" for Trustees hosted by BCCLS Executive Director, Dave Hanson. Two handouts showing BCCLS activity for all of 2019 and for the month of January 2020 was given to everyone present. This "wheel" highlights activities, events and movement among libraries, which illustrates the importance of BCCLS to its member libraries.

Ms. Willms also handed out copies of a letter from the State indicating the revoked status of the Friends of the Library. The NJ Department of the Treasury has devised a temporary, streamlined program whereby organizations in revoked status can either reinstate their activities or dissolve its operations. This program begins on March 1, 2020 and runs through June 15, 2020. Ms. Willms will go on the website listed in the correspondence and follow the directions to determine the best resolution.

On a motion by Mrs. Mizdol, seconded by Mrs. Thompson, the Director's Report was accepted.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson  
Abstain – Dabal, Preinfalk.

#### *Bills*

There was a question about the payment to Paper Clips' an office supply company. Ms. Willms told Board members it was payment for an old invoice that had not been received by the library till recently. This will be the last payment to this vendor since the library now uses W.B. Mason whose products are much less costly.

Mrs. Dabal asked about Renaissance Web Solutions regarding the maintenance/hosting of the library's website. Ms. Willms is hoping to have the updating and maintenance of the website to eventually be done in-house relieving the library of this monthly charge.

A motion was made by Mrs. Mizdol, and seconded by Mrs. Thompson to pay all bills presented at this month's Board meeting.

Roll Call: Aye - Albro, Bucaro, Centanni, DiBernardo, Lee, Mizdol,  
Thompson.

Abstain – Dabal, Preinfalk.

### *Bequest Update*

Mr. Albro stated that there will be a presentation at the February 27, 2020 Mayor and Council meeting. All are welcome to attend.

### **Other Business**

Mrs. Centanni asked if a staff meeting had been held addressing the First Amendment Audits that are popping up at assorted venues. Ms. Willms informed the Board that a mandatory staff meeting had been held at which this matter was discussed.

There was a discussion regarding the 4 job positions available at the library. Ms. Willms was asked to contact the New Jersey Library Association, the State Library, and the library school at Rutgers to determine if the want ad for library director can be placed on their respective websites.

Mrs. Thompson informed the Board her husband would be available to help out with some custodial duties at the library if and when needed.

The custodian position may be changed to become a contracted service. The individual filling this position would perform custodial duties throughout the town.

Mr. Albro and Mrs. DiBernardo will be doing the interviews for the library positions. Ms. Willms will get the applications from Mr. Olmo and schedule the interviews.

There being no other issues or concerns brought before the Trustees at this time, the meeting moved to adjournment.

### **Adjournment**

The next meeting will be held on **Thursday March 19, 2020 at 5:00pm.**

On a motion by Mrs. DiBernardo, seconded by Mrs. Mizdol the meeting was adjourned at 5:53pm.

Roll call: All in favor—so ordered.



## John F. Kennedy Memorial Library

Marianne R. Willms, *Director*  
92 Hathaway Street  
Wallington, NJ 07057  
Tel: (973) 471-1692  
Fax: (973) 471-1387

March 19, 2020

The Regular meeting of the Board of Trustees of the John F. Kennedy Memorial Library was called to order at 5:05pm.

Adequate notice of this meeting was forwarded to the newspapers and the Borough Clerk's office in compliance with the Open Meetings Law.

### **Attendance Roll Call**

Present – Albro, Bucaro, Centanni, DiBernardo, Preinfalk, Thompson.

Absent – Dabal, Lee, Mizdol, Willms.

### **Minutes**

There being no discussion a motion was made by Mrs. DiBernardo, seconded by Mrs. Centanni to accept the minutes of the February 20, 2020 Library Board meeting.

Roll Call: All in favor – So ordered.

### **Public Portion**

There being no one present from the Public this was open and closed.

### **Budget Report**

No budget report presented.

### **New Business**

#### ***Resolution***

A resolution to authorize submission of Library Bond Construction Grant application with matching funds of \$1,525,475.00 was presented to Board members present. A motion was made by Mrs. Centanni seconded by Mrs. Thompson to accept the resolution, sign and return to the architect and grant writers.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Preinfalk, Thompson.

### ***Bills***

There being no discussion or questions regarding the bills, a motion was made by Mrs. Bucaro, seconded by Mrs. Preinfalk to pay all bills presented at this month's Board meeting.

Roll Call: Aye – Albro, Bucaro, Centanni, DiBernardo, Preinfalk  
Thompson.

### **Old Business**

#### ***New Library Update***

Resolution was discussed under New Business

### **Other Business**

Mr. Albro would like Ms. Willms to contact Personnel Committee members to teleconference interviews for Library Assistant and Bookkeeper as soon as possible.

There being no other issues or concerns brought before the Trustees at this time, the meeting moved to adjournment.

### **Adjournment**

The next meeting will be held on **Thursday April 16, 2020 at 5:00pm.**

On a motion by Mrs. Centanni, seconded by Mrs. Bucaro the meeting was adjourned at 5:23pm.

Roll call: All in favor—so ordered.

**JFK Library Meeting Minutes/Log**  
**April 28, 2020**

Trustee	Present	Absent
Albro	X	
Bucaro		X
Centanni	X	
Dabal		X
DiBernardo	X	
Lee		X
Mizdol	X	
Preinfalk	X	
Thompson	X	

**Meeting Called to Order: 5:01pm**

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonnj.org](http://www.wallingtonnj.org). This is a virtual public meeting of the JFK Library Board of Trustees.

**Roll Call:** 6 present 3 absent

**Public Portion:** No public present

**New Business: Discussion**

- Dr. Albro discussed the current climate with the closure and recommended that it is not conducive to bringing in a new director who is unfamiliar with the borough, its needs, and its aspirations. He called for discussion on naming Susan Kowalski, current library assistant, as interim director at a monthly stipend of \$1000.00 as of May 1.
- Mrs. Willms agreed that Susan would be a good choice, but reminded the board that there is much that Susan does not know about the position.
- Several members felt that Mrs. Kowalski had all the attributes she needed to be successful in the interim position.
- Dr. Albro added that any new director we would bring in from the outside would not know all of the "ins and outs" of the director position either, and that Mrs. Kowalski would be

Discussion ensued on the heroes act and other aid to municipalities and how that would impact the Libraries. There may be funding that we are eligible to receive.

**Bills:** Bills List was submitted and approved for payment

**Appointment of Bookkeeper:** Resolution to appoint Emily Larkin as Bookkeeper at a rate of \$35.00 per hour effective May 21, 2020. Hours to be determined by Interim Library Director

**Resolutions:**

**1- Minutes from April 28 Mtg Motion \_\_Albro\_\_\_\_\_ Second \_\_DiBernardo\_\_\_\_\_**

Approval

**\_\_4\_\_ Yea \_\_\_\_\_ Nay \_\_1\_\_ Abs**

**2- Resolution for payment of all bills presented: Motion \_Centanni\_\_ Second \_DiBernardo\_\_\_\_\_**

**\_\_4\_\_ Yea \_\_\_\_\_ Nay \_\_1\_\_ Abs**

**2- Resolution to appoint Emily Larkin as Bookkeeper at a rate of \$35.00 per hour effective May 21, 2020. Hours to be determined by Interim Library Director: Motion \_Centanni\_\_\_\_\_ Second \_Lee\_\_\_\_\_**

**\_\_4\_\_ Yea \_\_\_\_\_ Nay \_\_1\_\_ Abs**

**3- Resolution to approve purchase of Memorial Wreath in honor of Memorial Day. Motion \_\_Centanni\_\_ Second \_\_DiBernardo\_\_\_\_\_**

**\_\_4\_\_ Yea \_\_\_\_\_ Nay \_\_1\_\_ Abs**

**Other/Old Business:**

**Library Construction Bond Application**

- Dr. Albro advised that the application has been submitted. We don't expect to hear until late summer/early fall
- The grant cannot have errors or it is automatically disqualified
- Mrs. Centanni asked that Mrs. DiBernardo reach out to Spencer Savings to complete paperwork
- Mrs. Centanni inquired as to the participation of some of our virtual programs.

ideal in transitioning the current library employees and patrons back when the closure was done, and suggested utilizing her talent to transition the new director when that time comes.

- Dr. Albro reminded everyone that Library Assistant and Bookkeeper positions interviews would be taking place soon now that Mrs. Kowalski has pulled the resumes.

**Resolutions:**

**1- Minutes from March 19 Mtg Motion Debernardo, Second Thompson**

Approval

  5   Yea        Nay   1   Abs

**2- Resolution to appoint Susan Kowalski as Interim Director beginning May 1, 2020.  
Monthly Stipend \$1,000.00.**

  5   Yea        Nay   1   Abs

**3- Resolution to accept letter of resignation of Marianne Willms Library Director effective May 1, 2020.**

  5   Yea        Nay   1   Abs

**4- Resolution approving Susan Kowalski, Interim Director, as financial signatory as of May 1, 2020.**

  5   Yea        Nay   1   Abs

**Other/Old Business:**

Library Construction Bond Application

- Dr. Albro advised that this is in the Borough Attorney's hands at this time. All work from Lovino and Bruno is completed, and he has reviewed the grant application.
- The grant cannot have errors or it is automatically disqualified

The Board offered thanks and congratulations to Mrs. Willms on her impending retirement.

Meeting adjourned at 5:21pm

**JFK Library Meeting Minutes/Log**  
**May 21, 2020**

<b>Trustee</b>	<b>Present</b>	<b>Absent</b>
Albro	x	
Bucaro		x
Centanni	x	
Dabal		x
DiBernardo	x	
Lee	x	
Mizdol		x
Preinfalk	x	
Thompson		x

**Meeting Called to Order: 5:01pm**

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonj.org](http://www.wallingtonj.org). This is a virtual public meeting of the JFK Library Board of Trustees.

**Roll Call: 5 present, 4 absent**

**Public Portion:** No public present

**New Business:**

**Director's Report:**

Ms. Kowalski reported on items from her directors report

- Curbside pick up continues on amended hours
- There is discussion among the library associations as to how best to reopen. Gov Murphy has earmarked libraries opening in the next couple of weeks...with restrictions.
- We are prepared to do a soft opening when the time comes



Discussion ensued on the heroes act and other aid to municipalities and how that would impact the Libraries. There may be funding that we are eligible to receive.

**Bills:** Bills List was submitted and approved for payment

**Appointment of Bookkeeper:** Resolution to appoint Emily Larkin as Bookkeeper at a rate of \$35.00 per hour effective May 21, 2020. Hours to be determined by Interim Library Director

**Resolutions:**

**1- Minutes from April 28 Mtg Motion** Albro **Second** DiBernardo

Approval

4 Yea        Nay 1 Abs

**2- Resolution for payment of all bills presented: Motion** Centanni **Second** DiBernardo

4 Yea        Nay 1 Abs

**2- Resolution to appoint Emily Larkin as Bookkeeper at a rate of \$35.00 per hour effective May 21, 2020. Hours to be determined by Interim Library Director: Motion** Centanni **Second** Lee

4 Yea        Nay 1 Abs

**3- Resolution to approve purchase of Memorial Wreath in honor of Memorial Day. Motion** Centanni **Second** DiBernardo

4 Yea        Nay 1 Abs

**Other/Old Business:**

Library Construction Bond Application

- Dr. Albro advised that the application has been submitted. We don't expect to hear until late summer/early fall
- The grant cannot have errors or it is automatically disqualified
- Mrs. Centanni asked that Mrs. DiBernardo reach out to Spencer Savings to complete paperwork
- Mrs. Centanni inquired as to the participation of some of our virtual programs.

- Ms. Kowalski reported that monthly book club continues

**New Business:**

Dr. Albro brought up the possibility of having the next meeting in person at the VFW and excluding the public "in person". We will follow the borough government guidelines for submission of questions.

Dr. Albro thanked Mrs. Preinfalk for reminding him that the Library trustees always purchase a memorial wreath for use at the monument for Memorial Day. A resolution was passed to purchase the wreath.

Meeting adjourned at: 5:30 PM

Next Meeting, June 18, 2020 at 5PM

**JFK Library Meeting Minutes/Log**  
**June 18, 2020**

<b>Trustee</b>	<b>Present</b>	<b>Absent</b>
Albro	x	
Bucaro	x	
Centanni		x
Dabal		x
DiBernardo	x	
Lee	x	
Mizdol	x	
Preinfalk	x	
Thompson	x	

**Meeting Called to Order:** 5:05 pm

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonj.org](http://www.wallingtonj.org). This is a virtual public meeting of the JFK Library Board of Trustees.

**Roll Call:** 7 present, 2 absent

**Approval of Minutes:** Motion: DiBernardo, Second: Bucaro  
 Minutes approved as presented (6 yes, Preinfalk abstention)

**Public Portion:** No public present

**New Business:**

**Budget Report:**

Mrs. Kowalski reported on the progress of the new bookkeeper. Discussion took place on issues with getting the accounts in order. Recommended that the board change from Quickbooks to a cloud-based accounting program. Mrs. Kowalski will research some

possibilities and make a recommendation to the board. All are pleased with the work of the bookkeeper thus far.

**Director's Report:**

Ms. Kowalski reported on items from her directors report

- Curbside pick up continues on amended hours
- Preparation to open more fully
- Discussion on use or prohibition of the usage of lavatories
- Computer usage and social distancing
- Library hours of operation in the future

**Acceptance of the Director's Report:** Motion: Mizdol, Second: Thompson - All in favor, Mrs. Preinfalk abstaining.

**Bills:** Bills List was submitted and approved for payment with one additional bill placed on the agenda at the time of the meeting.

**Motion to pay bills as presented; DiBernardo, Second: Graham**  
**(6 yes, 2 absent, Preinfalk abstaining)**

**Appointment of Library Assistant** Resolution to appoint Melissa Calabria as Library Assistant (PT) as Bookkeeper at a rate of \$17.00 per hour effective June 19, 2020. Hours to be determined by Interim Library Director

**Motion to Appoint: Thompson, seconded by: Mizdol**  
**(6 yes, 2 absent, Preinfalk abstention)**

**Resolutions:**

**1- Minutes from May Mtg Motion** DiBernardo **Second** Bucaro

Approval  
6 Yea          Nay 1 Abstain

**2- Resolution for payment of all bills presented: Motion** DiBernardo **Second**  
Graham

6 Yea          Nay 1 Abstain

**2- Resolution to appoint Melissa Calabria as Bookkeeper at a rate of \$17.00 per hour effective June 19, 2020. Hours to be determined by Interim Library Director: Motion**  
**\_Thompson\_\_\_\_\_ Second \_Mizdol\_\_\_\_\_**

**\_\_\_6\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_1\_\_\_ Abstention**

**Other/Old Business:**

None

**New Business:**

Discussion of cancellation of July meeting due to trustee vacation plans. Agreed to cancel meeting, but to poll the board for payment of monthly bills in absence of the meeting.

Next meeting: August 20, 2020

Meeting adjourned at: 5:36 PM

**JFK Library Meeting Minutes/Log**  
**August 20, 2020**

<b>Trustee</b>	<b>Present</b>	<b>Absent</b>
Albro	x	
Bucaro	x	
Centanni	x	
Dabal		x
DiBernardo	x	
Lee	x	
Mizdol	x	
Preinfalk		x
Thompson	x	

**Meeting Called to Order:** 5:05 pm

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonj.org](http://www.wallingtonj.org). This is a virtual public meeting of the JFK Library Board of Trustees.

**Roll Call:** 7 present, 2 absent

**Approval of Minutes:** Motion: DiBernardo, Second: Mizdol  
Minutes approved as presented (7 yes, 2 abs)

**Public Portion:** No public present

**New Business:**

**Budget Report:**

Issue brought up about being charged from PSEG for 120 Paterson Avenue (believed to be the monument)

We are still receiving Direct Energy deductions as well.

Janet Centanni will work with Ms. Kowalski to correct.

Mrs. Centanni asked when we will receive our payment from the borough

**Approval of Budget Report:** Motion: Bucaro, 2nd: Centanni  
(7 Yes, 2 Abs)

**Director's Report:**

Ms. Kowalski reported on items from her directors report

- Opening of library
- Request to continue current hours of operation: Approved through October 31st
- Update on the transition of the bookkeeper
- Update on library assistant position
- Virtual programming status

**Acceptance of the Director's Report:** Motion: Centanni, Second: Mizdol - (7 yes, 2 absent)

**Bills:** Bills List was submitted and approved

**Motion to pay bills as presented;** Mizdol, Second: Thompson  
(7 yes, 2 abs)

**Other/Old Business:**

Dr. Albro reported on the progress of the Library Bond Construction Grant Application. We are still awaiting word on the approval of the application. We are told that we can expect this to come in September/October of this year. Status will be updated as it is received.

Dr. Albro reported that he had spoken with Mayor Dabal and they are requesting to create an ad hoc committee to review the resumes we have received for the vacant director position. Mrs. Preinfalk, Mrs. Bucaro, and Mrs. Centanni will meet to review the candidates and schedule preliminary interviews. They may also make a recommendation to the full board to either reopen the search - or to bring forward candidates to the full board. Our resumes were submitted in February/March just prior to the COVID closures, and there is the potential that some candidates may no longer be interested in the position, and it is the board's desire to have a strong pool of applicants.

**New Business: None**

Next meeting: September 17, 2020

Meeting adjourned at: 5:35 PM



**JFK Library Meeting Minutes/Log**  
**September 17, 2020**

Trustee	Present	Absent
Albro	x	
Bucaro	x	
Centanni		x
Dabal		x
DiBernardo	x	
Lee	x	
Mizdol	x	
Preinfalk	x	
Thompson	x	

**Meeting Called to Order: 5:05 pm**

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonnj.org](http://www.wallingtonnj.org). This is a virtual public meeting of the JFK Library Board of Trustees.

**Roll Call: 7 present, 2 absent**

**Approval of Minutes:** Motion: DiBernardo, Second: Mizdol  
 Minutes approved as presented (6 yes, 2 abs, Preinfalk abstention)

**Public Portion:** No public present

**New Business:**

**Budget Report:**

Read and accepted

**Approval of Budget Report:** Motion: Graham, 2nd: Thomspson  
 (6 yes, 2 abs, Preinfalk abstention)

**Director's Report:**

Ms. Kowalski reported on items from her directors report

- New website
- Use of VFW by Boy Scouts - question of liability and necessary permissions as well as necessary cleaning and sanitation before and after use
  - Mrs. Preinfalk will look into this with the Borough
- Halloween Program - joint effort with East Rutherford Library

**Acceptance of the Director's Report:** Motion: Mizdol Second: Thompson - (6 yes, 2 abs, Preinfalk abstention)

**Bills:** Bills List was submitted and approved

**Motion to pay bills as presented;** Motion DeBernardo, 2nd Graham (6 yes, 2 abs, Preinfalk abstention)

**Other/Old Business:**

Dr. Albro requested an update on the director search. Mrs. Preinfalk reported:

- 3 finalists to go before the full board
- Interviews to be scheduled for executive session on October 15
- Mrs. Preinfalk will reach out to Mr. Olmo to set up with applicants

Mrs. Mizdol reported on meeting with the new book keeper.

**New Business: None**

Dr. Albro brought up the auditor's report. One recommendation to ensure that all monies are deposited into the bank within 24 hours of receipt.

**Motion to Adjourn:** DiBernardo, 2nd Thompson (6 yes, 2 abs, Preinfalk abstention)

**Next meeting:** October 15, 2020

**Meeting adjourned at:** 5:29 PM

**JFK Library Meeting Minutes/Log**  
**October 15, 2020**

<b>Trustee</b>	<b>Present</b>	<b>Absent</b>
Albro	x	
Bucaro	x	
Centanni	x	
Dabal		x
DiBernardo	x	
Lee	x	
Mizdol	x	
Preinfalk		x
Thompson	x	

**Meeting Called to Order:** 5:03 pm

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonj.org](http://www.wallingtonj.org).

**Roll Call:** 7 present, 2 absent

**Approval of Minutes:** Motion: DiBernardo, Second: Thompson  
Minutes approved as presented (7 yes, 2 abs,)

**Public Portion:** No public present

**New Business:**

**Budget Report:**

Read and accepted

**Approval of Budget Report:** Motion: Centanni, 2nd DiBernardo  
(7 yes, 2 abs)

**Director's Report:**

- No Director's Report

**Bills:** Bills List was submitted and approved

**Motion to pay bills as presented;** Motion Mizdol, 2nd Centanni (7 yes, 2 abs)

**Other/Old Business:**

Mrs. Kowalski requested that we continue limiting weekend hours for another month and revisit our plan based on data and numbers. All agreed.

**New Business: None**

Motion to move to executive session at 5:16pm for Library Director Interviews: Motion: Bucaro, 2nd DiBernardo (7 yes, 2 abs)

**Executive Session:**

Library Director Interviews

Motion to go into Regular Session at 6:22pm: Motion: DiBernardo, 2nd Mizdol (7 yes, 2 abs)

Motion to Adjourn: DiBernardo, 2nd Thompson (7 yes, 2 abs)

Next meeting: November 19, 2020

Meeting adjourned at: 6:23 PM

**JFK Library Meeting Minutes/Log**  
**November 19, 2020**

Trustee	Present	Absent
Albro	x	
Bucaro	x	
Centanni	x	
Dabal		x
DiBernardo		x
Lee	x	
Mizdol		x
Preinfalk	x	
Thompson		x

**Meeting Called to Order: 5:07 pm**

Open public meetings act: In accordance with the NJ open public meetings law, the JFK Library has caused notice of this meeting by having the date, time, and location of the meeting published on the Borough Website: [www.wallingtonj.org](http://www.wallingtonj.org).

**Roll Call: 5 present, 4 absent**

**Approval of Minutes:** Motion: Bucaro, Second: Lee  
Minutes approved as presented (4 yes, 1 abstention,)

**Public Portion:** No public present

**New Business:**

**Budget Report:**

Read and accepted

Comments: Mrs. Centanni questioned the issue of paying for health care in non consecutive months. She asked if we can get a print out from the old system to help us track expenditures.

A question was posed as to how we spend our funds prior to year end, and what happens to surplus funds. Mrs. Preinfalk replied that surplus funds go back to the Borough.

**Approval of Budget Report:** Motion: Centanni, 2nd Bucaro  
(4 yes, 1 abstain)

**Director's Report:**

- Read and accepted

**Bills:** Bills List was submitted and approved  
Motion to pay bills as presented; Motion Lee 2nd Centanni (4 yes, 1 abstain)

**New Business: None**

**Resolution 1:** Appointment of Library Director effective November 15, 2020:  
Motion: Centanni, 2nd: Lee (4 yes, 1 abstention)

**Resolution 2:** Rescind appointment of Susan Kowalski as Interim Library Director effective November 15, 2020  
Motion: Centanni, 2nd: Bucaro (4 yes, 1 abstention)

**Resolution 3:** Appoint Susan Kowalski as Transition Mentor for Kathryn Ennist at a rate of \$1000.00 per month effective November 16, 2020 through December 31, 2020.  
Motion: Centanni, 2nd Bucaro (4 yes, 1 abstention)

Meeting adjourned at: 5:39 PM Motion Bucaro, 2nd Centanni (all in favor "aye")

Next meeting: December 17, 2020