

JFK Library Meeting Minutes/Log
January 23, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal	X 6:15	
DiBernardo	X	
Kacmarcik	X	
Lee	X	
Lozanski	X	
Mizdol	X	
Preinfalk	X	
Thompson	X	

Meeting Called to Order: 5:55 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.

Roll Call: 9 present, 0 absent

Approval of December 19, 2023 Minutes: Motion: Lozanski, Second: Thompson
Minutes approved: 9 yes, 0 absent

Public Portion: No public present

Budget Report: Motion: DiBernardo, Second: Lee
BR approved: 9 yes
Report read and accepted

Approval of List of Bills: Motion: Mizdol, Second: Kacmarcik

List of Bills approved: 9 yes

Correspondence: None

Committee Updates:

Mar 24, 2024 - A Recreation Easter program will be held at the High School Gym.

Director's Report:

National Library Week is the 2nd week in April. Risa wants to do something every day during that week. They are trying to schedule more children's programs. Also, a possible Paint and Sip may be scheduled.

Motion: Centanni Second: Aeri 9 yes; Report read and accepted.

New Business:

Old Business:

New Library Updates:

Discussion on the change order for Neglia. The Board asked for clarification. Dave was contacted to explain the extra charges. He will contact the Board with additional information.

Questions were asked if there was a previous change order submitted. It was mentioned that bricks might be able to be sold again to raise money.

The carpet has a 1/26 delivery date. It will take a week to install. Creative Library will remeasure the space.

Security system- Indoor and Outdoor cameras.

PSEG- still waiting for installation. There will be a charge for this. Maybe we can do a payment plan.

After the carpet is installed, a walk through will be scheduled.

Resolution: To change the signatures at Kearny Bank and Spencer's. Risa, Trina and Aeri need to be added and remove Janet, Janet and Katheryn.

Motion: Preinfalk Second:Kacmarcik

Motion to Adjourn: Motion: Kacmarcik Second: Centanni.

All in favor (Aye)

Meeting Adjourned at 7:05 pm

JFK Library Reorganization Meeting Minutes/Log
January 23, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal		
DiBernardo	X	
Kacmarcik	X	
Lee	X	
Lozanski	X	
Mizdol	X	
Preinfalk	x	
Thompson	X	

Meeting Called to Order: 5:34 pm

Roll Call: 9 present, 0 absent

Nomination for President: Suzanne Preinfalk

Motion: Thompson Second: Bucaro 6 yes 2 no

Nomination for Vice President: Trina Bucaro

Motion: Lee Second: Lozanski 8 yes

Nomination for Secretary: Joan DiBernardo

Motion: Centani Second: Bucaro 8 yes

Nomination for Treasurer: Aeri Lee

Motion: Mizdol Second: Preinfalk 8 yes

Committees

Facilities: DiBernardo, Lozanski, Thompson

Finance: Centanni, Lee, Kacmarcik

Personnel: DiBernardo, Kacmarcik, Lozanski

Programming: Bucaro, Lee, Thompson

Fundraising: Bucaro, Lee, Thompson

New Construction: Centanni, DiBernardo, Mizdol

Motion: Centanni Second: Mizdol 9 yes

Motion to Adjourn: Motion: Mizdol Second: Kacmarcik.

All in favor (Aye)

Meeting Adjourned at 5:55 pm

JFK Library Meeting Minutes/Log
February 20, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal		X
DiBernardo	X	
Kacmarcik	X	
Lee	X	
Lozanski	X left at 6:00	
Mizdol		X
Preinfalk	X	
Thompson	X	

Meeting Called to Order: 5:34 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.

Roll Call: 8 present, 1 absent

Approval of January 23, 2024 Minutes: Motion: Lozanski, Second: Lee
 Minutes approved: 8 yes, 1 absent

Public Portion: No public present

Budget Report: Motion: Lozanski, Second: DiBernardo
 BR approved: 8 yes 1 absent
 Report read and accepted

Approval of List of Bills: Motion: Thompson, Second: Lozanski

List of Bills approved: 8 yes 1 absent

Correspondence: None

Committee Updates:

None

Director's Report:

Risa is working on the State Aid Report. The Youth Services position was reposted with about 12 interests right now. There are 2 interviews this Friday, 2 interviews set for next Thursday and 1 in March. Two Felician Nursing Students are doing a historical powerpoint project.

Motion: Bucaro Second: Kacmarcik 8 yes 1 absent; Report read and accepted.

New Business:

Risa is looking into a small plaque for Mrs. Plucinski. The outdoor sign will have Mrs. Sudol's name on it. And a plaque for Joan Madey will be placed on the outside rear entrance.

Resolution: to approve the Mariah to the Senior Librarian Assistant/Head of Circulation post probation raise of one thousand dollars.

Motion: Centanni Second: Kacmarcik

The resolution to approve the temporary budget for 2024 is tabled till the budget is approved in town.

Old Business:

New Library Updates:

The carpet is almost complete. The fireplace is being done this week. PSEG will connect the gas later this week. The retaining wall will be done by this week at no additional charge. March 11 is set for the furniture. Ritco was recommended for the Security system inside. The Police will take care of the outside cameras.

Construction update: the outstanding invoices were cleared. \$69,000.00 is left. There will be a charge for the sewer - \$60,000.00, Neglia charge to oversee - \$17,500.00. There is no charge for the retaining wall, PSEG - \$16,000.00. We might need another supplemental bond.

Motion to Adjourn: Motion: Centanni Second: Kacmarcik.

All in favor (Aye)

Meeting Adjourned at 7:00 pm

JFK Library Meeting Minutes/Log
March 19, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal		X
DiBernardo	X	
Kacmarcik	X 5:45	
Lee	X	
Lozanski	X	
Mizdol	X	
Preinfalk	X	
Thompson	X	

Meeting Called to Order: 5:33 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.

Roll Call: 8 present, 2 absent

Approval of March 19, 2024 Minutes: Motion: Leei, Second: Bucaro
 Minutes approved: 9 yes, 1 absent

Public Portion: No public present

Budget Report: Motion: Lozanski, Second: DiBernardo
 BR approved: 9 yes 1 absent
 Report read and accepted

Approval of List of Bills: Motion: Centanni, Second: Lozanski

List of Bills approved: 9 yes 1 absent

Correspondence: None

Committee Updates:

None

Director's Report:

Field trips were discussed with the Principal of Jefferson for students to visit the library and sign up for library cards. Three recommended auditors will submit estimates for the 2023 audit. Risa is looking for estimates for a cleaning service. Suggestions for new ideas for the library: Library of things where patrons can borrow items beside books and dvds, possibly going fine free, and homebound services.

Motion: Lozanski Second: Lee 9 yes 1 absent; Report read and accepted.

Executive Session

Motion: Centanni Second: Lozanski

Out of Executive Session

Motion:Kacmarcik Second: Lozanski

New Business:

Tentative Ribbon Cutting Ceremony - May 3, 2024 6:00 - 8:00 pm

Resolution: To post the Library Assistant Position

Motion: Preinfalk Second: Thompson

Old Business:

New Library Updates:

The furniture is being assembled and will be in soon. The electric is not on yet.

Motion to Adjourn: Motion: Centanni Second: Lozanski.

All in favor (Aye)

Meeting Adjourned at 6:27 pm

JFK Library Meeting Minutes/Log
April 16, 2024

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

Meeting Called to Order: 5:34 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.

Roll Call: 9 present, 1 absent

Approval of April 16, 2024 Minutes: Motion: Lozanski, Second: Bucaro
Minutes approved: 9 yes, 1 absent

Public Portion: No public present

Budget Report: Motion: Lozanski, Second: DiBernardo
BR approved: 9 yes 1 absent
Report read and accepted

The cleaning company will meet with Risa to discuss their job which is not up to par.

Approval of List of Bills: Motion: Centanni, Second: Kacmarcik

List of Bills approved: 9 yes 1 absent

Correspondence: None

Committee Updates:

Programming Committee: Preparing for the proposed opening on Saturday, June 8th.

The committee compiled a detailed program event agenda with assignments.

We are waiting for PSEG to turn power on. We received a \$200.00 anonymous donation for use at the library. The board will look for some merchandise to purchase for the opening. The bricks will be for sale at \$125.00 to be sold by the Boro to pay off the Boro. Dr. Lozanski will ask some students to do the photography. Trina will send suggestions for the wording on the plaques in an email for the board to decide.

Director's Report:

The eclipse glasses were a big hit. Risa explained the Read and Bead Summer Read. The moving company is scheduled to move the week of June 3rd.

Motion: Centanni Second: Lozanski 9 yes 1 absent; Report read and accepted.

New Business:

Risa will sent up a date and time for the Board walk through. The furniture and the fireplace is in. New library supplies will be ordered.

Old Business:

New Library Updates:

The Boro agreed to a loan of \$116,000. We have bids for the digital sign - \$21,510. There was a discussion about Accounting Firms. Lurch, Vinci & Bliss, LLP, \$3,500, the lowest bid, Suplee, Clooney & Co. LLC, \$5,000 who audited Lerch, Vinci & Bliss, and Wielkocz & Company LLC, also \$5,000. The decision was tabled to the next meeting.

Resolution to purchase the front lawn sign from American Wood:

Motion: Thompson Second: Lozanski

Motion to Adjourn: Motion: Lee Second: Kacmarciki.

All in favor (Aye)

Meeting Adjourned at 7:05 pm

Veterans Memorial Library Meeting Minutes/Log
May 21, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal	6:00	
DiBernardo	X	
Kacmarcik	X	
Lee	X	
Lozanski		X
Mizdol	X	
Preinfalk	X	
Thompson	X	

Meeting Called to Order: 5:35 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.

Roll Call: 8 present, 1 absent

Approval of May 21, 2024 Minutes: Motion: Bucaro, Second: Preinfalk
 Minutes approved: 8 yes, 1 absent

Public Portion: No public present

Budget Report: Motion: DiBernardo, Second: Kacmarcik
 We will be using Extel. They will wire the phones(5) and cameras. Frank will find out if we can use our current phone number. Presto printing is not a library bill.

BR approved: 8 yes 1 absent
 Report read and accepted

Approval of List of Bills: Motion: Centanni, Second: Kacmarcik

List of Bills approved: 8 yes 1 absent

Correspondence: We received a large card from the Wallington Senior Center.

Committee Updates:

Programming Committee: Preparing for the proposed opening on Friday, June 14th.

The committee compiled a detailed program event agenda with assignments. The list was reviewed and discussed. If the opening is delayed further, there is a chance that the Marching Band and Chorus won't be able to make it. Discussion about the sizes of the plaques which will depend on where they will be hung.

More bricks will be sold. Warner will be asked to do the engraving. The monies collected will be used to pay off the Boro.

Director's Report:

The staff went over to the new library to see where to place the books. Mariah went to the Senior Center and had new patrons sign up for a library card. The Library can have their own attorney without a retainer. FIOS is being installed 5/22.

Motion: DiBernardo Second: Preinfalk 8 yes 1 absent; Report read and accepted.

New Business:

Less money was spent on pensions so the borough will transfer it back to the library. Genevieve suggested that patrons can sponsor plaques to be put on the benches. She will do the research.

Old Business:

New Library Updates:

Moving dates are the week of the 28th. Appliances need to be purchased. We will put a strip with Mrs. Sudol will be made to put on the sign. We will be moving the book drop from the current location to a spot at the new library. We have a 3 year contract with Garbarini, the account. Our cost will be lowered for 1 year. The cleaning company, Van Guard, was suggested to be our cleaning company in the new library. Three times a week will be \$727.00 per month and for 2 extra days of cleaning the bathrooms and breakroom will be a total of \$999.00.

Resolution to Hire Van Guard Cleaning Company: Motion: DiBernardo Second: Bucaro
8 yes 1 absent

Motion to Adjourn: Motion: Centanni Second: Bucaro.
All in favor (Aye)

Meeting Adjourned at 9:00 pm

Veterans Memorial Library Meeting Minutes/Log
June 18, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal		X
DiBernardo	X	
Kacmarcik	X 5:45	
Lee	X left 6:55	
Lozanski		X
Mizdol	X	
Preinfalk	X	
Thompson	X	

Meeting Called to Order: 5:34 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.

Roll Call: 7 present, 3 absent

Approval of May 21, 2024 Minutes: Motion: Mizdol, Second: Centanni
 Minutes approved: 8 yes, 1 absent

Public Portion: No public present

Budget Report:

Tabled until the town approves the budget

Approval of List of Bills: Motion: Mizdol, Second: Thompson

List of Bills approved: 8 yes 1 absent

Correspondence: None

Committee Updates:

Programming Committee: Grand Opening on Friday, June 21st.

The committee went over the detailed program event agenda with assignments. The list was reviewed and discussed. 35 children are registered for the Magician at 7:00. Discussion about the sizes of the plaques which will depend on where they will be hung.

Director's Report:

A patron was returning cases but without the games. Apparently he had been doing this to other libraries. He was caught and a court date is set. The policy of borrowing 50 items is changed to 2 games. The moving went smoothly and the computers and cameras are set up. The Summer Program will start Monday 6/24, Read and Bead. Curbside pick up until Friday.

Motion: Lee Second: Bucaro 8 yes 1 absent; Report read and accepted.

New Business:

The CO will be given by tomorrow 6/19. The lights will be painted for Friday. The library name needs to be changed legally.

We will skip the July 16 meeting. The finance committee will try to meet before the August 20th meeting.

Old Business:

Eugenia Sudol's niece let us know that the money is held up in the tax settlement. The sign has not been ordered yet.

Motion to Adjourn: Motion: Bucaro Second: Mizdol.

All in favor (Aye)

Meeting Adjourned at 7:05 pm

Veterans Memorial Library Minutes August 20, 2024

Trustees:

Bucaro – Present
Centani – left @ 6:17
Dabal – Absent
DiBernanrdo – Absent
Kacmarcik – Present
Lee – Present
Lozanski – Absent
Mizdol – Present
Preinfalk – Present
Thompson – Present

Meeting Called to Order: 5:38pm

Open Public Meetings Act: In accordance with the NJ open public meetings law, the Veterans Memorial 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

Roll Call 7 present, 3 absent

Approval of June 18, 2024, Minutes: Motion: Mizdol, Second: Centani

Minutes approved: 7 yes, 3 absent

Public Portion: No Public Portion

Budget Report:

The Director went over every single bill on the list and answered all the questions. Amazon bill was detailed for the board to go over. The board decided to approve the vouchers prior to programming so they can be paid on the date of performance in the future. Risa called Verizon and was able to cancel the last bill from our list of bills.

Approval of List of Bills: Motion: Mizdol, Second: Thompson

List of Bills approved: 7 yes 3 absent

Correspondence:

The library received two thank you cards. One from Extell and second from Donna Wittig one of our patrons who was a winner of Summer Reading Program.

Committee Updates:

The Finance Committee will meet one week in September before our next meeting after the library bookkeeper has prepared the budget. The Programming Committee will meet last week of August.

Director Report:

Welcome Packets Presentation-Risa presented the board welcome packets she has been giving to the new patrons. The packet included a folder with a bookmark, magnet, brick fundraiser flyer, calendar, pen, key chain. All items with the new library logo.

The attendance increased from 1.275 in 2023 to 2.563 in 2024 that's over 101.025% in 6 weeks.

The staff signed 169 new patrons which is 383% increase since 2023 only in a period of 6 weeks.

Risa presented the board with a list of items the library saved money on. Items were moved to the new library from the old building and restored by DPW like bike rack, book drop microwave, mini fridge, small TV, book cart worktables, video game storage, step stool, mobile electronic cart, shelf for program supplies, shelf for holds, trash bins, bulletin board. Risa donated a water coolant, and a patron donated a 3D chess set. Also, BCCLS donated a whiteboard. DPW helped a lot with cleaning the items.

Risa attended a Friends of the Library Committee meeting and said we can start our own Friends. She is also sharing the news with the patrons to see if someone would like to be interested.

The Director attended the System Council and 2 Executive Board Meetings – voting to pay other libraries for lost materials.

The Summer reading program was very successful with over 100 adult and children's signups.

Motion to Executive Session

Motion: Kacmarcik Second: Lee

Executive Session

Motion to come out of executive session

Motion Buccaro, Second: Prinfall

New Business:

The board and the director agreed to post three job announcements for open positions such two library assistant positions and one page position. All three positions will be part time and Risa will post them on the library website.

The Director would like to talk about a raise for the staff in October so she can start to work on the new year 2025 budget. The board is scheduled to evaluate Risa for October as well.

The Board decided to move September date Meeting to September 24th date.

Motion: Kacmarcik Second: Mizdol

Old Business:

The new digital sign was installed in front of the library and the staff will get training on how to operate it next week.

Motion To Adjourn: Motion: Lee Second: Buccaro

All in favor (Aye)

Meeting Adjourned at 8:23pm

Veterans Memorial Library Meeting Minutes/Log
September 24, 2024

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

Meeting Called to Order: 5:34 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.

Roll Call: 6 present, 3 absent

Approval of August 20, 2024 Minutes: Motion: Kacmarcik, Second: Thompson
Minutes approved: 6 yes, 3 absent

Public Portion: No public present

Budget Report:
Tabled until the town approves the budget

Approval of Bills: Motion: Centanni, Second: Lozanski

List of Bills approved: 6 yes 3 absent

Correspondence: None

Committee Updates:

The Finance Committee met with Sylvia to go over the Budget Report.

Resolution to adopt the 2024 Budget Motion: Preinfalk Second: Kacmarcik
_Y_Centanni _Y_DiBernardo _Y_Kacmarcik _Y_Lozanski _T_Preinfalk
_Y_Thompson

Director's Report:

The programming is doing very well. The Crafternoon program is a standout. An ESL teacher, Mark Pressman, will begin on November 1st to offer 4 sessions to enhance our community outreach. A second meeting is scheduled for our new Friends Committee. The outside sign is now operational and regularly updated.

New Business:

No new business

Old Business:

The grass is being re-seeded. There are drainage issues. The benches need to be bolted. Questions about who will maintain the sprinklers and do the fall and spring clean up. Mrs. Jane Gorsica has asked about a possible art display of her husband's work. Polish books can be ordered but must be paid for at the time of order. Discussion on how that can be done.

Motion to Adjourn: Motion: Kacmarcik Second: Lozanski..

All in favor (Aye)

Meeting Adjourned at 7:05 pm

Veterans Memorial Library Meeting Minutes/Log
October 15, 2024

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

Meeting Called to Order: 5:36 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.

Roll Call: 7 present, 3 absent

Approval of September 24, 2024 Minutes: Motion: Thompson, Second: Lee
 Minutes approved: 7 yes, 3 absent

Public Portion: Darlene from BCCLS came to explain what BCCLS has to offer. There are committees to support Trustee development. There are many opportunities for PD hours, such as Trustee training and strategic planning. They have a Trustee roundtable for informal conversations on many topics. There are trustee mentor programs, quarterly newsletters and recaps of programs.

Approval of Bills: Motion: Kacmarcik, Second: Lozanski

List of Bills approved: 7 yes 3 absent

Correspondence: None

Committee Updates: None

Director's Report:

The programming is going strong. The Fall Festival was a success. A virtual webinar for prospective college students and their families was also very well attended. Motion to participate in the Trunk or Treat on October 27th at the High School: Motion: Lee Second: Lozanski .

Motion to go into Executive session: Motion: Lozanski Second: Centanni.

Motion to come out of Executive session Motion: DiBernardo Second: Lozanski

New Business:

Resolution to approve the 2025 Board Meeting Schedule Motion: Thompson Second: Kacmarcik

Resolution to approve the 2025 Holiday Schedule Motion: DiBernardo Second: Kacmarcik

Old Business:

The benches are all bolted in. There was a suggestion for a light for the sign. They will be purchasing a refrigerator and TV.

Motion to Adjourn: Motion: Lozanski Second: Centanni.

All in favor (Aye)

Meeting Adjourned at 7:05 pm

Veterans Memorial Library Meeting Minutes/Log
December 17, 2024

Trustee	Present	Absent
Bucaro	X	
Centanni	X	
Dabal		X
DiBernardo	X	
Kacmarcik		X
Lee	X 5:40	
Lozanski	X	
Preinfalk	X	
Thompson		X

Meeting Called to Order: 5:35 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.

Roll Call: 5 present, 4 absent

Approval of October 15, 2024 Minutes: Motion: Lozanski, Second: Centanni
 Minutes approved: 5 yes, 4 absent

Public Portion: None

Approval of Bills: Motion: DiBernardo, Second: Centanni

List of Bills approved: 6 yes 3 absent

Correspondence: None

Committee Updates: None

Director's Report:

The Knoxbox was installed last week. The Library passed the fire inspection. The ESL program is doing well.

The budget will be presented to the Finance Committee during the second week of January for approval. All staff members have completed the ILS training at BCCLS.

The audit for 2024 was completed on November 15th. There were no issues or discrepancies. The "Cook the Books" program has been a success. The patrons have been showcasing their cooking talents.

Motion: Lozanski Second: Lee

Motion to go into Executive session: Motion: DiBernardo Second: Lozanski.

Motion to come out of Executive session Motion: Centanni Second: Lozanski

New Business:

Old Business:

There has been no update regarding when the Plaques will be at the Library.

Thank you to Janet Mizdol for all her hard work on the Library Board.

Motion to Adjourn: Motion: Centanni Second: Lozanski.

All in favor (Aye)

Meeting Adjourned at 6:15 pm