

LIBRARY BOARD OF TRUSTEES MEETING | MINUTES

DATE: Tuesday, September 13th, 2022 | CALL TO ORDER: 18:34 | ADJURNED: 20:29

Rosalie Morillo PRESENT
Brenda Delgadillo PRESENT
Vickiana Ortega PRESENT
Courtney Pepe PRESENT
Jacqueline Littlejohn PRESENT

Barbara Sottilaro PRESENT
Jaime Fazzina PRESENT
Maria Diaz PRESENT
Iris Alicea PRESENT

AGENDA TOPICS

1. Read and approved the August minutes
2. Read and approved the August report and bill list

TOTAL AMOUNT PAID: \$5624.61

BOOKS AND PUBLICATION	\$1529.17
HEATING AND OIL	\$126.38
CLEANING AND MAINTENANCE	\$435.55
TELEPHONE	\$257.50
BUILDING REPAIRS	\$1271.25
CONSORTIUM	\$32.24

3. REPORT FROM COMMITTEES

CHAIR

DATE | TIME

Policy- Did not meet, the policy committee will be deleted. Rosalie M
The President of the board and the Director will be
handling old and new policies then present it to the board
Personnel-Searching for a library director and creating a Brenda D
posting for a librarian
Buildings and Ground-Looking for grants to help the Vickiana O
library grounds. They will meet in person next month. Will
add for an asbestos inspection in the newspaper room soon
Finance-Working on the budget for the next fiscal year. We Courtney P
have an amazon account. Working on getting the library on
the historic preservation board
Community-Discussed the Hispanic Heritage event, 21 Maria D
students have signed up to help throughout the event. Fines
for late fees should be waived but fees for broken or

damaged books will remain, a proposal will be written for next month’s meeting

4. Interim Report

Press Conference: Amazing event, great coverage through various portals. There was cake afterwards

Library Improvements: Ordering planters, big pots holding 50 gallons of water; they will drape down the steps. Benches were installed outside the Library, one on each side of the building. Looking into informational kiosks to be placed outside the library. Gum was removed from the steps.

Programs-Baseball club, book club, 100-year-old Perth Amboy History event, naming a bulletin board or the kiosk Hester Square, unpaid internship programs. Craft and designs with the help of Rosemary Bernknopf

Staff Meetings-Had our second staff meeting last Thursday. It is a great way of connecting with each staff member and hear their thoughts, ideas, and concerns. The meetings also cover their daily and weekly tasks and if they are being met.

2023 Library Budget-Our book budget is large, we can allocate funds from that account and move it to a different line item.

5. Hispanic Heritage Month

Rosemary Bernknopf will be on the kids’ corner. We will have a face painter, dominos tournaments, three comedians, Greek life, and a documentary on the life of Hispanic immigrants in Perth Amboy. Food is pending. Art shows, DJs, and their live band.

6. University Day

AUL Charter School confirmed its attendance. PAHS is still pending.

7. Old business	Person responsible	Deadline
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TMP Photo: Needs to be appraised prior to its reconstruction	Dr. Pepe	
Friends of the Library event: Lizard guys, September 24 th	Barbara S	
Business Cards: We will let Perth Amboy resident create our logo, a flyer will be created and handed out for the HHC	Brenda D	
Book orders/policy: A formal request must filled out to order new books	Rosalie M	
Website development: A meeting with a web designer is pending	Dr. Pepe	

8. New business

Person responsible Deadline

Student Volunteers: We are open for ideas

NJLA Conference: The event is in March

Children Library funds/events: We need more activities. A children's committee will be created.

Pilates Event: December 3th at 9:00 AM

Brenda D

9. Public Comment

NAME

ADDRESS

10. NEXT MEETING DATE CONFIRMED: Tuesday October 11th, 2022 6:30 PM