

WESTFIELD MEMORIAL LIBRARY
550 East Broad Street
Westfield, New Jersey 07090-2197

BOARD OF TRUSTEES

Regular Meeting

May 24, 2023

Ms. Habayeb, President of the Board, called the regular meeting of the Westfield Memorial Library Board of Trustees to order at 7:31 P.M.

Ms. Habayeb announced:

Pursuant to the Open Public Meetings Act of the State of New Jersey, adequate advance notice of this meeting has been provided by posting a notice of this meeting on the Westfield Memorial Library's community bulletin board and by transmitting the same notice to the Westfield Leader, Star Ledger, and Town Clerk. Attendance at this meeting is welcome, however the public's right to participate is left to the discretion of the Library's Board of Trustees.

The following Board Members were in attendance: Mr. Collum, Ms. Cusick, Ms. Habayeb, Ms. Motwani, Ms. Ramakrishnan, Ms. Reilly, and Ms. Saltzman. Others attending were Ms. Schulze, Ms. Peist and Ms. Davidson.

APPROVAL OF MINUTES

Ms. Habayeb moved the approval of the minutes of the April 26, 2023 regular meeting. Ms. Motwani seconded the motion, and it was approved as follows:

AYES: Mr. Collum, Ms. Cusick, Ms. Habayeb, Ms. Motwani, Ms. Ramakrishnan, and Ms. Saltzman.

NAYS: None

ABSTENTIONS: Mr. Katz, Ms. Reilly, and Ms. Serapiglia.

FINANCIAL REPORT

The Financial Report for April 2023 was reviewed by the Board. There were no questions.

APPROVAL OF BILLS AND CLAIMS

Mr. Collum moved to approve the Bills and Claims totaling \$45,489.41 for May 2023. Ms. Habayeb seconded the motion, and it was unanimously approved.

FRIENDS OF THE LIBRARY

Ms. Davidson, co-President of the Friends, reported the following:

- The Friends moved the date of collecting jewelry to June because of the library's transition. Depending on the donations, they would like a 2-day sale.
- Hale Speaker Series featured Union County Clerk Joanne Rajoppi. The turnout was good, and the recording is on YouTube.
- The Friends newsletter highlights the opera trip program. The day trip is bussed to New York to the show, there is a meal, and more participation is good, as it helps with bus costs.
- Little Libraries are still going strong. They need more kids' books, especially in the Tamaques park little library. A Friends member rotation is in charge of checking and restocking little libraries. They are also working on replacing the Minowaskin little library.

Ms. Reilly entered during the Friends report.

FOUNDATION

There were no Foundation members at the meeting. An update was given to say that there is no interest in the Foundation board seats so far. Mr. McGinley met with the Women's League, who had an interest in funding something with the library. There was also a meeting with NJ Senator Bramnick who will look into budgeting for this or going through his rolodex of contacts to offer assistance.

DIRECTOR'S REPORT

The Director's Report was reviewed. Ms. Schulze reported for Mr. McGinley:

- The library launched our LMXAC system on May 18th. There were glitches and bugs, but kudos were given to the staff for working together on the learning curve needed in the transition.
- Ms. Schulze pointed out the new live streaming equipment installed in the meeting room. The library has live streamed a music program and a few speakers since the installation. There is a built-in camera for visual materials in presentations. Kudos were also given to a friend of a Friends member, Kevin Weist, who was the previous live stream volunteer. Kevin had brought in his own equipment to stream with, and Ms. Schulze was able to learn a lot from those events that can be used in live streaming on the new equipment.
- Seed library launched with the Green Team. The library is adding more books on seeds and native gardening.

Follow-ups after the Director's Report included Ms. Schulze introducing herself to the board members that were new to her. Ms. Ramakrishnan attended the seed kick off program. Ms. Habayeb read an email from a patron the library received as a thank you for transitioning to LMXAC for the access to more materials. A status update on the Big Read was asked for as well.

Discussions included Ms. Ramakrishnan enquiring about the public feedback since the transition. Ms. Schulze stated that some resident's information migrated incorrectly, and that there was a Hoopla problem that wasn't related to us. People are being patient and understanding. Most feedback and questions are related to holds.

Mr. Collum asked about any updates to the ribbon cutting ceremony for the patio area. Ms. Habayeb answered, resulting in a discussion about what could be done to that space, especially about mud and awnings. Ultimately, the plaque is still being waited on to continue with the ceremony portion.

COMMITTEE REPORTS

Ms. Habayeb asked for committee reports. There were none.

OLD BUSINESS

Ms. Habayeb asked if there was any old business. There was none.

NEW BUSINESS

Ms. Habayeb asked if there was any new business. There was none related to library business directly. The board members started to discuss Mr. McGinley and Ms. Saltzman being a part of the NJLA conference the following week. They will be part of a panel discussing banned books.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

Ms. Habayeb made a motion to adjourn the meeting at 7:56 P.M. Ms. Saltzman seconded the motion, and it was unanimously approved.

Respectfully submitted:

Nicole Peist