

**Minutes of the September 26, 2017 Meeting of the
Trustees of the Free Public Library of the City of Newark
Held in the 2nd Floor Board Room**

Call to Order: Dr. Crist called the meeting to order at 5:06 p.m. and read the Open Public Meeting Act Statement.

Roll Call and Attendance: Dr. Crist called the roll. Mr. Thomas Alrutz, Ms. Sandra King, Mr. Jeremy Johnson, Mr. Charles Auffant, Ms. Trish Morris-Yamba, Dr. Anasa Maat, and Dr. Rosemary Steinbaum were present. Mr. Jeffrey Trzeciak, Library Director was present. Mr. De'Shawn Wright was excused.

Approval of the Public Session Minutes: Dr. Crist asked for comments or corrections to the minutes of the August 2, 2017 meeting. None were offered. On the motion of Dr. Crist, seconded by Dr. Maat, the public minutes of the August 2, 2017 meeting were unanimously approved.

Correspondence: Several pieces of correspondence were introduced by Mr. Trzeciak, including correspondence from several community partners as well as awards related to Mr. Trzeciak's efforts to increase the number of community events at the Library. Included was a citation from the City of Newark, signed by Mayor Ras Baraka.

Director's Verbal Report: Mr. Trzeciak indicated that the written reports by department were printed out and put in the board members' binders for review.

Statistical Report: Mr. Trzeciak reported an increase in events and attendees. He spoke of wanting to create a way of evaluating events. Dr. Crist solicited comments or questions. Mr. Johnson responded with commendation for the Library and Mr. Trzeciak, applauding the success of the events and the high turnout.

President's Report: Dr. Crist did not offer a report.

Treasurer's Report: Mr. Alrutz reported that he reviewed the detailed back-ups of the bill sheets, #1266 and #1267. Both were approved and signed.

Development Committee Report: Mr. Johnson began with a report on the annual Philip Roth Lecture, featuring speaker Robert Caro. Board should RSVP by e-mailing Jeffrey Trzeciak or Nicole Butler.

Mr. Johnson reminded the Board of the annual NPL gala scheduled for late November. The honorees include: Michael X. McBride of Connell Foley; Michael Bright of the Newark YMCA; and the Affinity groups of the Library, including the Friends of the Newark Public Library, the Friends of the Hispanic Information and Research Center and the Friends of the James Brown African American Room. This year's gala will also feature an after party for the younger (at heart) crowd.

Mr. Johnson gave an update on two notable grants:

- On September 1st the Library applied for the IMLS Laura Bush Grant, totaling \$923,000.
- A special capital campaign request to Prudential Foundation for \$5,000,000.

In closing, Mr. Johnson said he was honored to be the Development committee chair.

Operations Committee Report: Mr. Alrutz reported that the Library was waiting for the state library construction bond issue to pass in November, and for the rules to be released. He stated that the Library did not know how much it is allowed to apply for. In the meantime, the operations committee will be exploring what the most immediate capital needs are, and then keep an eye on the larger renovation projects.

Report on the endowment funds: the Ameriprise CDs are maturing and continuing to be transferred to CFNJ, half will remain in stable value pool, another in the “market return” flagship portfolio pool.

Human Resources Committee Report: Deferred for the executive session.

Unfinished Business: Ms. Nadine Sergejeff gave an update on the digitization part of the Carnegie-funded project. She stated that long term digital storage included: our own server, Amazon cloud storage purchased, and on hard disk (archival principles say keep it in 3 places). She noted that many of these collections were rare.

Dr. Crist gave an update on the Library Construction Bond Issue, stating that he, Mr. Alrutz and Mr. Trzeciak had all attended informational meetings about the act.

New Business: Dr. Crist introduced the proposed resolution regarding the Library and immigration status. Mr. Auffant asked to revise the resolution by replacing the language “subpoena” and “some form of judicial process” with the narrower phrase of “a court order.” The resolution, with the revisions proposed by Mr. Auffant, passed unanimously. The text of the resolution read as follows:

Resolution Regarding the Newark Public Library and Immigration Status

WHEREAS, the current national debate over immigration impacts a large number of legal and undocumented immigrants in Newark and;

WHEREAS, the Board of Trustees recognizes and affirms Newark Public Library’s mission is to serve all residents of Newark, as well as those who work in or visit our city, without regard to their citizenship or immigration status and;

WHEREAS, the Honorable Mayor Ras J. Baraka of the City of Newark has issued executive order MEO 17-001, declaring that the City of Newark has been and remains a fair and welcoming city; now therefore be it

RESOLVED, that the Newark Public Library Board of Trustees does express and hereby affirm its support of and intent to implement Mayor Baraka's executive order MEO 17-001, and the Library's long-standing policy not to share any personally identifiable information about any user *except* with the permission of the user or in response to a court order.

Dr. Crist noted that the resolution to authorize the issuance of a request for qualifications to redevelop Library property was deferred to the executive session of the meeting.

Mr. Alrutz reported on the status of several bills in the state legislature related to public libraries:

1. A1427/S2633 "Funding for NJ Libraries: Giving the community a voice" would enable local municipality voters to increase their municipal library funding currently set at 1/3 of a mill. Mr. Alrutz reported that the bill has passed the assembly and has the support of State Senator Ron Rice. He urged the board to help gain support of the other State Senator(s) representing Newark to help pass the bill.
2. Mr. Alrutz urged the board to sign an online petition to support NJ School Libraries, available at the following link: <http://unlockstudentpotential.org>. The petition supported two bills:
 - a. A4500/S3258, Requires certain ratios of school library media specialist to students in public schools. Mr. Alrutz noted that only 50% of schools in former Abbott districts have a media specialist in their school libraries.
 - b. A4858, Requires instruction on information literacy in curriculum of students in grades kindergarten through 12.

Public Comment Period: DeEtta Jones and Gary Wasdin of DeEtta Jones and Associates (DJA) were present and gave an update to the board regarding their work as strategic planning consultants to the library. The Board was given a packet reflecting DJA's work so far and was informed that conversations would continue on the strategic plan.

Ms. Dorothea Moore, president of the Francis E.W. Harper Society spoke. She commended the new director for his successes so far, and putting John Cotton Dana's manifesto into action. She reported that School libraries have been consolidated and under-resourced; Ms. Moore stated that it was imperative that the African American room stay well-stocked with books available for school children.

Jorge Rodriguez, Director for Information Technology, thanked Jeffrey for his leadership. He also thanked all those present who were working to bring new events to the Library.

Executive Session: On the motion of Dr. Crist, seconded by Ms. Morris-Yamba, the Board unanimously resolved to move into Executive Session at 6:45 p.m.

Reconvening into Public Session: At 7:10 p.m., on the motion of Dr. Crist, seconded by Ms. Morris-Yamba, the Board resolved to return to public session to vote on the personnel resolutions, recommended for ratification by Library Director Jeffrey Trzeciak, in accordance with the by-laws, Article VII, Section 1.

On the motion of Dr. Crist, seconded by Ms. Morris-Yamba, the following personnel actions were unanimously approved:

1. That the following appointments (replacement) in the non- competitive division be approved as of the dates indicated:

<u>Name</u>	<u>Title</u>	<u>Salary</u>	<u>Effective</u>
a. Nazario, Tatiana	Monitor	\$8.44hr.	8/23/17
b. Webb, Annecy	Library Associate	\$41,980yr.	9/19/17

2. That the following resignation be accepted and approved:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Covington-Williams, Taqull	Monitor	9/8/17

3. That the following base salary increase be approved as of the date indicated:

<u>Name</u>	<u>From</u>	<u>Title</u>	<u>Effective</u>
a. Colston, Dale	Librarian 3 \$74,796yr.	Librarian 3 \$78,535yr.	8/21/17
b. Quintero, Diego	Data Proc.Prog. \$42,790yr.	Data Proc.Prog. \$44,929yr.	9/4/17

4. That the promotional appointments of the following, certification by the Civil Service Commission be approved:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
a. Blackwell, Maxine	Lib.Asst. \$29,839	Sr.Lib.Asst. \$30,734	9/18/17
b. Cornier, Alexander	Lib.Asst. \$27,935	Sr.Lib.Asst. \$28,773	9/18/17
c. Harrison, Rosie	Lib.Asst. \$29,626	Sr.Lib.Asst. \$30,514	9/18/17
d. Oyola, Jorge	Lib.Asst. \$27,935	Sr.Lib.Asst. \$28,773	9/18/17
e. Ramos, Elizabeth	Lib.Asst. \$36,229	Sr.Lib.Asst. \$37,315	9/18/17
f. Reyes, Emma	Lib.Asst. \$29,626	Sr.Lib.Asst. \$30,514	9/18/17

5. That, WHEREAS, James Roberts has reached 16 years of service as an employee of the Library, has reached the age of 65 and is now eligible for retirement as a member of the Public Employees' Retirement System of the New Jersey, now;

THEREFORE, be it enacted, that the Newark Public Library Board of Trustees approves Mr. Roberts' retirement from the Library effective October 1, 2017

On the motion of Dr. Crist, seconded by Ms. Morris-Yamba, the board unanimously approved the following resolution:

Resolution Regarding Commerce Street and Service Buildings

WHEREAS, N.J.S.A. 40-54:10 states that "the board shall hold in trust and manage all property of the library" and "may... when proper, construct buildings for the use of the library" and;

WHEREAS, the Newark Community Economic Development Corporation ("NCEDC") is a non-profit corporation that was organized to retain, attract and grow businesses, enhance small and minority business capacity, and spur real estate development throughout the City's 20 diverse neighborhoods; now therefore be it

RESOLVED, that the Board of Trustees authorizes the development of a Request for Qualifications ("RFQ"), with technical assistance from the NCEDC, for the development and use of the Library's Commerce Street, Service, and Stack Tower buildings and properties, that if issued would solicit ideas and proposals to guide planning for the optimal use of these assets.

Adjournment: As there was no further business, Dr. Crist announced that the next Board meeting would be on November 28, 2017.