

**MEETING OF THE NEWARK PUBLIC LIBRARY BOARD OF TRUSTEES**

**HELD IN THE 2<sup>ND</sup> FLOOR BOARD ROOM**

**MAY 25, 2016**

**MINUTES OF THE PUBLIC SESSION**

**Call to Order:**

Dr. Crist called the meeting to order at 5:03 pm and read the Open Public Meeting Act Statement.

**Roll call and Attendance:**

Dr. Crist called the roll. Thomas Alrutz, Jeremy Johnson, Anasa Maat, Trish Morris-Yamba, Rosemary Steinbaum and DeShawn Wright were present. Charles Auffant had not yet arrived. Sandra King was excused.

**Approval of Public Session Minutes:**

On motion of Trish Morris-Yamba, seconded by Jeremy Johnson, the minutes of the March 23, 2016 meeting were approved unanimously.

On motion of Trish Morris-Yamba, seconded by Anasa Maat, the minutes of the May 5, 2016 meeting were approved unanimously.

**Agenda Change**

On motion of Jeremy Johnson, seconded by Trish Morris-Yamba, it was proposed to change the agenda to next consider the New Business item, and the motion was approved unanimously.

**New Business**

Henry Myerberg of HMA2 Architects narrated a PowerPoint presentation on the status of the project to update NPL's Master Plan for the Main Library.

Charles Auffant entered the meeting at 5:09 pm.

### **Correspondence:**

There was no correspondence

### **Director's Verbal Report:**

Mr. Alrutz indicated that the written Director's Reports for March and April, 2016 had been provided to the board members in advance of the meeting. He gave a brief summary of the status of various Library physical plants, noting leaking roofs in several locations and air conditioning problems at the Main Library. Mr. Alrutz reported on the recent Staff Development Day and security training program, presented by Warren Graham head of security at Charlotte-Mecklenburg Library. It was the first staff development day in many years, and was an overall success. He reported that the Mayor's proposed budget, which was submitted to the City Council, included a 2% overall increase for Library operating expenditures, plus two capital project budgets for 2016 and one for 2017.

Dr. Crist urged support for the Mayor's proposals, and distribution of emails and plans to Board members. Most Board members had already spoken to or planned to speak with Council members. It was suggested that Board members attend a City Council meeting to thank the Council and seek continued support, working with the Library Friends groups and Union. Mr. Alrutz will draft a letter from the Board President and Interim Director, thanking the Mayor for his support with a copy to Business Administrator Jack Kelly.

### **Statistical Report:**

The Statistical Reports for March and April, 2016 had been provided to the Board members in advance of the meeting. Mr. Alrutz is working on a revised presentation format.

### **President's Report:**

Dr. Crist thanked Mr. Alrutz for stepping in to help the Library as Interim Director. He distributed copies of two recent Library publications, Knowing Newark and the Japanese prints exhibition catalog.

### **Treasurer's Report:**

Bill Sheet # 1250 with total disbursements of \$1,014,803.12 for March 2016 was presented. On the motion of Thomas Alrutz, and seconded by Trish Morris-Yamba, the board approved Bill Sheet # 1250.

Bill Sheet # 1251 with total disbursements of \$613,234.11 was April 2016 was presented. On the motion of Thomas Alrutz, and seconded by Trish Morris-Yamba, the board approved Bill Sheet # 1251.

### **Development Committee Report:**

Rosemary Steinbaum reported on two grants recently received by the Library from the NJ Department of Labor and Workforce Development: Career Connections/Jobs for \$151,120 and Literacy and Library Partnership/ESL \$83,781. In process are a Letter of Intention to Prudential for \$150,000, and an application to Carnegie Corporation of New York for digitizing library collections, family literacy in conjunction with schools, and capacity building. The original intent was to submit a request in the \$500,000 to \$750,000 range, but Carnegie suggested that the Library submit a \$1 million request. Staff committees have been working on the details for the digitizing and literacy initiatives.

The Annual Library Gala is scheduled for November 30, 2016 at Nanina's. Linda Bowden of PNC is the chair. Honorees will be Tim Crist and NPL patrons. The Library is working on a visual presentation based on the Day in the Life NYPL video. With a new Director expected, there will be no outside speaker.

The Campaign to Reimagine the Library campaign cabinet met three times. The cabinet will now move to become a campaign committee to do fundraising. The Campaign needs to develop a vision statement to engage the community. Interested Campaign Cabinet members plus Board members are invited to join the effort to develop this vision statement on June 21 at 4 pm in the Board Room.

The first annual lecture in the series inspired by Philip Roth will take place on October 27 from 6 to 8 pm. The speaker will be the novelist, Zadie Smith, chosen by Roth. An advisory committee (David Remnick and Adam Gopnik of the New Yorker, the novelist Nicole Krauss, and the biographer Benjamin Taylor) has been formed to choose future speakers for the series. There will be a public announcement about Roth's gift to the Library on October 27. Zadie Smith's new book, Swing Time, will be published on November 15.

DeShawn Wright left the meeting at 6:17 pm.

### **Operations Committee Report:**

Mr. Alrutz presented the 2014 audit report. On motion of Trish Morris-Yamba, seconded by Jeremy Johnson, it was resolved that the Newark Public Library Board of Trustees accepts the Comprehensive Annual Financial Report of the Free Public Library of the City of Newark for the period ending December 31, 2014, and the motion was approved unanimously.

Mr. Alrutz presented six monthly budget and financial reports: March 2016 General Fund budget report, March 2016 Grants budget report, April 2016 General Fund budget report, April 2016 Grants budget report, a new comprehensive April 2016 General Fund, Grants and Endowments budget report, and a Grants Master List.

**Human Resources Committee Report:**

Defer to Executive Session

**Program Committee Report:**

Defer

**Unfinished Business:**

There was none.

**Public Comments:**

Rashida Williams, staff member at the Vailsburg Branch, spoke about patron needs for replacement computers, a children's librarian and more security.

Yesenia Lopez, staff member at the Main Library and President of AFSCME Local 2298, expressed gratitude for recent staff training and notice about the City budget. The Union is ready to assist with budget advocacy before the City Council. She inquired about air conditioning on the Main Library second floor, asked for more security, information on lead test results and sharing of HMA2 plans.

Jorge Rodriguez, staff member from the Technology office, announced a recent increase in Library bandwidth which was provided without charge by the NJ State Library.

George Hawley, staff member from NJ Information Center, asked for more information on the planned Roth room.

**Executive Session:**

On motion of Jeremy Johnson, seconded by Trish Morris-Yamba, the Board voted to move into Executive Session at 7:00 pm.

Rosemary Steinbaum left the meeting at 7:12 pm.

**Return to Public Session:**

As there was no further business for discussion, on motion of Jeremy Johnson, seconded by Trish Morris-Yamba, the Board voted to reconvene in Public Session at 7:15 pm.

**Passage of Board Resolutions:**

The Board passed resolutions (which were discussed in Executive Session) as follows:

- 1. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED ( N.S.) that the following resignation be accepted and approved:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Martinez, Pamela	Monitor	4/816

- 2. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED ( N.S.) that the following leave of absence without pay, pending the Family Medical Leave Act be accepted and approved:

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Mazzeo, Susan	Fundraiser	4/3/16

- 3. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED ( N.S.) that

WHEREAS, Lucrecia Ortiz has reached 14 years of services as an employee of the Library, has reached the age of 56 and is now eligible for disability retirement as a member of the Public Employees’ Retirement System of the New Jersey, now

THEREFORE, the Board of Library Trustees approves Ms. Ortiz’s disability retirement from the Library staff effective March 14, 2016.

**Announcements/Comments:**

Dr. Crist noted the June 1 Newark Lifetimes/Guy Sterling program at the Library featuring Nell Painter and Willy Cole.

Charles Auffant pointed out that there were no Latinos in the program series.

Mr. Alritz noted that the Library was the site for the filming of a Today Show segment on Marley Dias and her collection and donation of Black Girl Books, and that he would forward information about the broadcast date of the segment when he received the information.

**Announcement of Next Meeting and Adjournment:**

Dr. Crist announced that the next meeting would be held on Wednesday, July 27, 2016 at 5:00 pm. He adjourned the meeting at 7:30 pm.