

MEETING OF THE NEWARK PUBLIC LIBRARY BOARD OF TRUSTEES

HELD IN THE 2ND FLOOR BOARD ROOM

November 16, 2016

MINUTES OF THE PUBLIC SESSION

Call to Order:

Dr. Crist called the meeting to order at 5:04pm 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 and Rosemary Steinbaum were present. DeShawn Wright was excused. Charles Auffant and Sandra King had not yet arrived.

Sandra King arrived at 5:10 pm and Charles Auffant arrived at 6:21pm.

Approval of Public Session Minutes:

On motion of Trish Morris-Yamba, seconded by Jeremy Johnson, the minutes of the September 28, 2016 meeting were approved unanimously.

Correspondence:

The November 16, 2016 NPL Calendar of Events for November, December and January was presented.

Director's Verbal Report:

Mr. Alrutz indicated that the written Director's Reports for September and October 2016 had been provided to the board members in advance of the meeting.

Mr. Alrutz indicated that the Library has been in a positive movement of change highlighting the following: Young Adult materials were moved to the 3rd floor, more actively focusing on creating exhibits, removed shelves and replaced lights in the hallway between the James Brown African American Room and La Sala creating a new community gallery, the audio visual collection was moved to the 2nd floor next to the periodicals, and the Friends of NPL's everyday

book sale was moved to the “pop up” café area in the former audio room. He commended the staff for working effectively together to implement the changes.

Statistical Report:

The Statistical Reports for September and October, 2016 had been provided to the Board members in advance of the meeting. Mr. Alrutz noted that although the trends indicate positive movement, there is still room for improvement.

President’s Report:

Dr. Crist commented the increasing momentum and activity in the library. He thanked the Trustees for their engagement and their commitment which is making a big difference. Specifically, he acknowledged Rosemary Steinbaum and Jeremy Johnson for their help with the Philip Roth Lecture, Sandy King for taking on the MC role at the upcoming Gala, Anasa Maat for her leadership with the Friends of JBAAR and their recent event, Trish Morris-Yamba for her leadership with the Search Committee, and Charles Auffant for his leadership on the Ad Hoc Committee with HMA2.

Treasurer’s Report:

Bill Sheet # 1256 with total disbursements of \$715,652.24 for September 2016 was presented. On the motion of Thomas Alrutz and seconded by Timothy Crist, the board approved Bill Sheet # 1256.

Bill Sheet # 1257 with total disbursements of \$1,121,601.71 for October 2016 was presented. On the motion of Thomas Alrutz and seconded by Trish Morris-Yamba, the board approved Bill Sheet # 1257.

Development Committee Report:

Rosemary Steinbaum reported that The Philip Roth Lecture featuring novelist Zadie Smith held on October 27, 2016 was a huge success with over 260 attendees. The event garnered a lot of media coverage including TV, Radio, and print and internet placements including a New York Times article. The lecture was terrific. The next step is the follow up with many of the individuals who are being cultivated to make a donation for the Philip Roth Personal Library.

Rosemary Steinbaum reported that the Booked for the Evening Gala is scheduled for November 30, 2016 at Nanina’s in the Park and \$185,000 of the \$200,000 goal has been raised by the Gala Committee to date. She expressed gratitude for Linda Bowden’s leadership and shared that the video highlighting the patrons is in progress and Ambassadors will be seated at tables to share

their experiences. Ms. Steinbaum thanked the board for their support and involvement with the Gala.

Ms. Steinbaum indicated that the development team and Development Committee are working on setting goals and objectives for 2017 and bringing the databases up to date.

Dr. Crist added that the Development Team returned to the 4th floor office space. Mr. Alrutz thanked Mr. Fitzhugh and his team for preparing the room and assisting with the move.

Operations Committee Report:

Mr. Alrutz reviewed the general operations revenue and expense reports and the grant master revenue report. Dr. Crist indicated that the grant master revenue report was very helpful and thanked the Finance team for developing. Mr. Alrutz reported that the Library was selected among 14 other organizations in Newark to participate in the Non Profit Finance Fund's Newark Resilience Initiative sponsored by Prudential. The Library will receive a \$10,000 capacity grant to support staff time participating in the program. Mr. Alrutz indicated that he, Joe Casale and Nicole Butler are representing the Library and that he would continue after he is no longer the Interim Director in his role as Treasurer.

Human Resources Committee Report:

Defer to Executive Session

Program Committee Report:

Defer

Unfinished Business:

Mr. Alrutz requested the board to review and support three New Jersey Library Association state legislative initiatives: A2227/S430 to restore funding for the State Per Capita Aid program; A222/S2171 to establish a Capital Construction program for public libraries; and A1427/S2633 to uphold funding for strong local libraries and to permit increases in municipal free public library tax rate upon voter approval. He provided the list of Legislative District 28 & 29 representatives.

George Williams indicated that he is working on an advocacy plan with the affinity groups who all indicated they would support. He reported that the Friends of NPL are reinvigorating their advocacy committee.

New Business

Dr. Crist presented the board meeting dates and the Holiday schedule for 2017. Dr. Crist requested that Trish Morris-Yamba chair the Nomination Committee for 2017 Board Officers and that Anasa Maat and Jeremy Johnson work with her to provide the slate of officers for the next meeting.

Public Comment:

Heidi Cramer commented on Professor Rizzo's exhibit on police community relations opening next week. Professor Rizzo is in charge of the humanities at Rutgers Newark. Ms. Cramer sees a lot of opportunities for continued partnerships. Dr. Crist added that this exhibit piggybacks upon the success of the US Attorney General's event at the Library. Jeremy Johnson mentioned the Cops & Kids program at 33 Washington Street. Dr. Hawley commented that Prof. Rizzo got a grant for the Library to digitize the Berg photos at the NPL.

Executive Session:

On motion of Trish Morris-Yamba, seconded by Jeremy Johnson, the Board voted to move into Executive Session at 6:11 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 7:45 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 appointment (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>
Zak-Cohen, Beth	Librarian 1	\$52,548 yr.	10/3/16

2. 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>
Banks-Norwood, Deshaun	Bldg.Maint.Wkr.pt.	10/7/16

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

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

<u>Name</u>	<u>Title</u>	<u>Effective</u>
Simmons, Alesha	Monitor	10/29/16

4. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED (N.S.) that the temporary promotions of the following, pending the Civil Service Commission examination and certification, be accepted and approved:

Name	From	To	Effective
Sec.			
1. Ankner, Thomas	Librarian 2 \$52,508 yr.	Librarian 3 temp. \$68,518 yr.	10/24/16
2. Sergejeff, Nadine	Librarian 2 \$52,508 yr.	Librarian 3 temp. \$68,518 yr.	10/24/16
3. Malinowski, Monica	Librarian 2 \$56,804 yr.	Librarian 3 temp. \$68,518 yr.	10/24/16

5. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED (N.S.) that

WHEREAS, Daisy Blanco has reached 37 years of services as an employee of the Library, has reached the age of 58 and is now eligible for retirement as a member of the Public Employees' Retirement System of the New Jersey, now

THEREFORE, the Board of Library Trustees approves Mrs. Blanco's retirement from the Library effective January 1, 2017

6. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED (N.S.) that

WHEREAS, Carmelita Bracker has reached 28 years of services as an employee of the Library, has reached the age of 66 and is now eligible for retirement as a member of the Public Employees' Retirement System of the New Jersey, now

THEREFORE, the Board of Library Trustees approves Mrs. Bracker's retirement from the Library effective January 1, 2017

7. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED (N.S.) that

WHEREAS, Donald Lewis has reached 35 years of services as an employee of the Library, has reached the age of 62 and is now eligible for retirement as a member of the Public Employees' Retirement System of the New Jersey, now

THEREFORE, the Board of Library Trustees approves Mr. Lewis's retirement from the Library effective January 1, 2017

8. Moved by Jeremy Johnson, seconded by Anasa Maat, and

VOTED (N.S.) that

WHEREAS, Stella Ma has reached 43 years of services as an employee of the Library, has reached the age of 77 and is now eligible for retirement as a member of the Public Employees' Retirement System of the New Jersey, now

THEREFORE, the Board of Library Trustees approves Mrs. Ma's retirement from the Library effective January 1, 2017

FOOTNOTES

Resignation

Banks-Norwood, Deshaun

Termination

Simmons, Alesha

Retirement

Blanco, Daisy

Bracker, Carmelita

Lewis, Donald

Ma, Stella

Announcement of Next Meeting and Adjournment:

Dr. Crist announced that the next meeting would be held on Wednesday, January 25, 2017 at 5 pm. He adjourned the meeting at 7:49 pm.