

TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
April 11, 2022

The Board of Trustees of the Tenafly Public Library met on April 11, 2022 at 7:00 p.m. at the Library for its regular Board meeting.

Board Members Present: President Kathleen Cook, Vice President Soon Juhng, Secretary/Treasurer Martin Gilbert, Teresa Austin, and Elizabeth Warms who attended remotely. Absent: David DiGregorio, Meena Krishnamsetty, Nicole Motz, and Patrick Rouse.
Staff Present: Library Director Julie Marallo and Administrative Assistant Ann Marie Connolly.

The meeting was called to order at 7:01 p.m. Julie Marallo reported that notices of the meeting had been posted and sent to the media.

Minutes

Board members approved the Minutes of the regular Board meeting of March 14, 2022. Moved by: Teresa Austin. Seconded by: Soon Juhng. Unanimously approved.

Treasurer's Report

Martin Gilbert reviewed with the Board the Library's financial statements of March 2022. He noted that he had examined and approved the statements and reported that they were current and accurate. A motion was made to approve the financial reports. Moved by: Kathleen Cook. Seconded by: Soon Juhng. Unanimously approved.

Correspondence

There were two 5-star reviews in Google for the Library.

A patron called Julie Marallo to let her know that he had asked Library Assistant Jinwoo Yi for reference assistance on several occasions and was "overwhelmed" by his enthusiasm, knowledge and eagerness to be of help to him. He called Jinwoo an asset to the Library and wanted the Library Director to be aware of the outstanding quality of service he received.

Director's Report

Julie Marallo reported that at our March 26 budget hearing, the Council requested that the Library turn over funds from its capital account to the Borough for building repairs. We requested information on specific repairs and were told that there was a \$10,000 charge from Colliers Engineering to continue their contract, and a \$48,000 charge for brick work on the building. After several requests to Finance Director Susan Corrado for specific information on the building projects we were expected to fund, Borough Administrator Jimmy Homsy responded that there was no extra charge for the brick work because it was included in the cost of the façade replacement project, and the contract with Colliers had already ended.

We have been advised by both the New Jersey State Library and the Library's attorney that, by law, we are not permitted to hand over money from our capital account without detailed information on the capital projects it will fund.

Fortunately, we can still work with the Borough to complete certain necessary repairs. NJSA 40:54-25 permits Library Boards to conduct necessary work on Library buildings with Council consultation.

The Board will have architect Anthony Iovino conduct a Capital Improvement Study at Library expense. The study will focus on the conditions of items such as the roof, exterior walls, windows, ceiling tiles, and lighting. The suggested improvements will be categorized as “safety, security, accessibility, energy, and aesthetic” items. Each item will have an associated opinion of construction value and a priority level. The Library is willing to defer its plans for interior projects to prioritize projects that promote health and safety.

The next step is for Mr. Iovino to conduct the study with estimates for the projects. Once the Library has the estimates, we need to make sure we have the funds in our capital account to cover those projects. The Council must be apprised of all building projects, so the Borough will still have significant input over decisions affecting its building. Board members agreed that these actions will result in a positive outcome for everyone and the Library will be in legal compliance with the State Library, Bergen County Cooperative Library System and the Library auditors.

President’s Report

Kathleen Cook praised the staff for their exceptional efforts in presenting Makers Day to the public. The library had over 900 visitors that day, and there was a true spirit of joy and wonderment as each of the many events were happening. The helicopter STEM project was a big highlight. Mrs. Cook reminded Board members that their Financial Disclosure Report is due on April 30, 2022.

Old Business

Building Update

On March 10th work on the siding on the back of the library began. The construction crew has moved quickly, and most of the outside of the building is done. They are now working on fixing the walls inside the art gallery and adjoining alcoves. They will repaint the walls when they are finished.

Architect Proposal

The Board discussed the award of a professional service contract for architect services to the firm Arcari + Iovino, PC. After discussion the following resolution was approved:

Resolution Authorizing the Award of a Professional Services Contract for Architect Services

Whereas, the Free Public Library of the Borough of Tenafly has a need to acquire professional architect services for an Improvement Study to identify the repairs and upgrades likely needed throughout the library over the next three to five years.

Whereas, Anthony Iovino, of the firm Arcari + Iovino Architects, PC, has submitted a proposal indicating that he will submit a proposal with information about the building conditions to ascertain the need for replacement or repairs. The study will focus on the conditions of items such as the roof, exterior walls, windows, interior finishes and lighting. The suggested improvements will be categorized as “safety, security, accessibility, energy, and aesthetic” items. Each item will have an associated opinion of construction value to enable the library to make decisions as how to allocate future monies for the improvements and how to prioritize them.

Whereas, Arcari + Iovino Architects, PC has worked with the Library in the past and is familiar with its layout;

BE IT HEREBY RESOLVED THAT: The Board of Trustees of the Free Public Library of the Borough of Tenafly, in the County of Bergen and State of New Jersey, awards Arcari + Iovino Architects, PC, located at One Katharine Street, Little Ferry, New Jersey 07643, a professional services contract to serve as the Library's Architect in the amount of Four Thousand Two Hundred Dollars (\$4,200).

Moved by: Martin Gilbert

Seconded by: Elizabeth Warms

Voting as follows:

Teresa Austin – Aye

Kathleen Cook – Aye

Martin Gilbert – Aye

Soon Juhng – Aye

Elizabeth Warms – Aye

New Business

None

Report from the Mayor's Alternate

None

Report from the Superintendent's Alternate

None

Citizen's Portion of the Meeting

MF inquired about the age of the roof on the Youth Center, McCandless Room and the Library. She also questioned the fact that only one contractor bid on the Library roof replacement at a cost of \$755,000. The Library opened at the present spot in 1963. To date, no one has been able to ascertain from any department the age of the present roof.

LS discussed the squirrel infestation and questioned how healthy it was for the children who came to the library after school and were sitting under the falling tiles that contained squirrel and bird waste. She also questioned the issue of safety due to falling unsanitary ceiling tiles in the sloped ceiling section.

TL questioned what steps the Borough was taking to make the library safe for children and adults alike. Board member Teresa Austin mentioned that the Library Board has a fiduciary responsibility toward the library and that there is a disconnect with regard to how libraries operate. New Jersey law set the minimum funding limit for municipal libraries at what is called "1/3 mill." This works out to \$0.33 on each \$1,000 of equalized value of the property, but currently more than half the libraries in the state are funded above this amount according to the NJLA.

JF discussed the proposal by one councilman at the Library's budget hearing that the library move to a new location since the Borough's current building needed so much work. JF stated that in fairness to the council the two people who spoke at the budget hearing do not represent the entire council.

SR inquired how the Library chose Arcari & Iovino Architects to do the proposed study. Ms. Marallo responded that they are very familiar with the building and have previously done extensive work for the library. They are also working on projects for other BCCLS libraries, so they are well aware of current costs.

AK questioned what exactly the architects would do. Ms. Marallo explained their proposal, and that they will study the building with an educated eye to let us know what has to get done and in what order.

Any Other Business

None

Adjournment

The meeting adjourned at 8:33 p.m. Moved by: Martin Gilbert. Seconded by: Soon Juhng. Unanimously accepted.

Respectfully submitted,

Martin Gilbert
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, May 9, 2022 at 7:00 p.m.

Approved: May 9, 2022