

**MINUTES OF THE BOARD OF TRUSTEES
OF THE CLARK PUBLIC LIBRARY
TUESDAY, December 13, 2022
7:30 PM CLARK PUBLIC LIBRARY**

I. OPEN PUBLIC MEETING

The meeting was called to order by Cynthia Seng at 7:33 PM in accordance with the Open Public Meeting Act NJSA 10:46 et seq.

II. ROLL CALL

Trustees present were Angel Albanese, Lisa Dunn, Kathy Palella, Cynthia Seng, Donna Roglieri, Karen DeMarco, Carla Wagner (via Zoom) and Leila Molaie (via Zoom)

Also, in attendance Director Megan Kociolek.

III. PLEDGE OF ALLEGIANCE – MOMENT OF SILENCE

IV. APPROVAL OF MINUTES

RES.2022.51

- A. BE IT RESOLVED** that the Board of Trustees of the Clark Public Library approves the **minutes of the November 15, 2022 meeting** as distributed to all members.

Upon motion by Lisa Dunn and seconded by Karen DeMarco this motion was unanimously approved.

V. COMMUNICATIONS

- HVAC update – work had to be postponed due to inclement weather. They are working on lower floor ductwork and thermostats in the meantime.

VI. DIRECTOR’S REPORT

- Megan and staff are currently working on bridging the digital divide for seniors.

VII. PRESIDENT’S REPORT

- Cindy came to the library and saw the “Christmas Carol” program and it was very enjoyable.

VIII. COMMITTEE REPORTS

- The Capital committee has decided to purchase furniture for the first floor in front of the large window.

IX. FRIENDS REPORT

- Next Friends meeting is in January.

Upon motion by Donna Roglieri and seconded by Lisa Dunn the Board of Trustees of the Clark Public Library moved into private session to discuss personnel at 8:39 PM.

Upon motion by Cindy Seng and seconded by Lisa Dunn the Board of Trustees of the Clark Public Library returned to public session at 9:04 PM

X. OLD BUSINESS ~ N/A

XI. NEW BUSINESS

A. APPROVAL OF BILLS

RES.2022.52

BE IT RESOLVED that the Board of Trustees of the Clark Public Library hereby approves the bill list in the amount of **\$35,955.93**.

Upon motion by Karen DeMarco and seconded by Kathy Palella this resolution was unanimously approved by roll call vote.

B. APPROVAL OF 2022 HOLIDAY SCHEDULE

RES.2022.53

January 1, 2023	Sunday	New Year's Day*
January 16, 2023	Monday	Martin Luther King Jr*
February 12, 2023	Sunday	Lincoln's Birthday***
February 20, 2023	Monday	Presidents Day*
April 7, 2023	Friday	Good Friday*
April 9, 2023	Sunday	Easter Sunday
May 27, 2023	Saturday	Memorial Day Weekend
May 28, 2023	Sunday	Memorial Day Weekend
May 29, 2023	Monday	Memorial Day*
June 19, 2023	Monday	Juneteenth*
July 4, 2023 Observed*	Tuesday	Independence Day
September 2, 2023	Saturday	Labor Day Weekend
September 3, 2023	Sunday	Labor Day Weekend
September 4, 2023	Monday	Labor Day*
October 9, 2023	Monday	Columbus Day*
November 10, 2023	Friday	Veteran's Day Observed*
November 23, 2023	Thursday	Thanksgiving*
November 24, 2023	Friday	Day after Thanksgiving*
December 24, 2023	Sunday	Christmas Eve
December 25, 2023	Monday	Christmas Day*
December 31, 2023	Sunday	New Year's Eve

2024

January 1, 2024	Monday	New Year's Day*
-----------------	--------	-----------------

*Reflects a paid holiday

***reflects floating holiday in exchange for Lincoln's birthday, employee's choice of day

Additional Early Closings

November 22, 2023 Wednesday Close at 1:00 PM

Sunday hours are suspended for the summer as of May 1, 2023

Sunday hours resume September 11, 2023 (1st Sunday after Labor Day)

BE IT RESOLVED that the Board of Trustees of the Clark Public Library hereby approves the **2023 and 2024 Holiday Schedule**.

Upon motion by Leila Molaie and seconded by Karen DeMarco this resolution was unanimously approved.

C. APPROVAL OF SALARY INCREASES AND STEP INCREMENTS RES.2022.54

BE IT RESOLVED that the Board of Trustees of the Clark Public Library hereby approves Megan Kociolek's 2.5% salary increase plus a \$500 step increment and Charlene Hayden receiving a 2.5% salary increase plus a \$0.13 per hour step increment.

Upon motion by Karen DeMarco and seconded by Kathy Palella this motion was unanimously approved by roll call vote.

D. APPROVAL OF FURNITURE PURCHASE RES.2022.55

BE IT RESOLVED that the Board of Trustees of the Clark Public Library hereby approves the furniture for in front of the window area 1st floor from Lee Distributors, Inc. in an amount not to exceed \$16,000 per quote #1394 from the capital fund.

Upon motion by Lisa Dunn and seconded by Kathy Palella this motion was unanimously approved by roll call vote.

XII. PUBLIC PARTICIPATION

As per Board Resolution 92-24 passed June 10, 1992, a member of the public will be limited to one five-minute period and that the number of periods available to a single individual is limited to two five-minute sessions at the discretion of the chair.

XIII. NOTICE OF NEXT BOARD MEETING

The reorganization meeting of The Board of Trustees of the Clark Public Library is to take place on January 10, 2023 at 7:00 PM at the Clark Public Library with the regular meeting of the Board of Trustees of the Clark Public Library immediately following.

XIV. ADJOURNMENT

Upon motion by Kathy Palella and seconded by Angel Albanese the meeting was adjourned at 9:17 PM by Cynthia Seng.

Respectfully Submitted: Donna Roglieri