

**Plainfield Public Library
BOARD OF TRUSTEES**

Minutes of the Regular Meeting, February 26, 2026

11:03 a.m.

Held as a hybrid meeting Room 5 or Zoom

1. ROLL CALL

Cynthia Slade (President), Donald Brown, Inez Durham, Patricia Fleming, Joanne Macaluso, Carlos Ramirez, Marianne Tankard

2. OPEN PUBLIC MEETINGS ACT

The notice requirements of the Open Public Meetings Law were satisfied by notification to the press and by notices posted as required in accordance with the provisions of Open Public Meetings Act N.J.S.A. 10:4-6, et. seq.

3. MINUTES

Motion to accept the minutes of the Regular Meeting, January 22, 2026 MSC: JM/PF

4. PRESIDENT'S REPORT

- Updates from the President – scheduled to meet with FOPPL but was cancelled due to the weather. It will be rescheduled. Cynthia hopes to have a meeting by early next week.
- Inez noted that Cynthia and the Board should be commended for their pursuit of a relationship with FOPPL.

5. SECRETARY'S REPORT – received a letter about the Oil and Gas offer. To be discussed later in the meeting under New Business – Texas Property

6. TREASURER'S REPORT

• **REVIEW OF MONTHLY DISBURSEMENTS.**

Motion to approve the City and Library disbursement reports for January 2026:

MSC: JM/CR

There was a discussion about the cost of the PSE&G bills as well as options for solar panels. Mary Ellen and Michele explained the process for choosing a company from the gas/oil marketplace. We also discussed why we have not pursued solar panels at this time.

- **REVIEW OF FINANCIAL STATEMENTS & EXPENSE DETAIL REPORTS** (*Financial reports do not require a vote. The chair announces that they will be filed for audit.*)
- **REVIEW OF Reilly Financial LLC INVESTMENT REPORTS** – *File for audit. Portfolio balance as of January 31, 2026 reported by Reilly Financial, LLC. Report available by request in Library Administration Office.*

NOTE: Please call the Administrative Office (757-2305)

1. To notify of intended absence from meeting; and/or
2. For detailed information on any disbursements.

Plainfield Public Library

BOARD OF TRUSTEES

7. **DIRECTOR'S REPORT** - Refer to written report sent with packet

Donna and Mary Ellen met with the City on the budget. We felt encouraged that the Finance team was more understanding of the process that Ricky had set up for us. We did not receive any outright negative responses of our requests. We will see how the process moves forward. As usual the City budget is tight. We requested that Youth Services receive a full-time position to replace the part-time position that is currently in place. This is necessary since the position requested will be a Spanish speaker.

The other issue is the cost of the signage over the Library portico. Due to the confusion last year, we are once again requesting the signage. According to Finance, the signage is a priority for the Mayor and we were told to request it again.

Relationship between the Library and the City is unique with regard to other city agencies and departments. The Library relationship is closer to the relationship between the Schools and the City. We are our own hiring authority but we are dependent on funding from the City for the Library to operate. Inez, as our Mayor's representative, should be our voice with the City.

Joanne Macaluso commented that she liked the extra participation from staff members at Board meetings.

8. **COMMITTEE REPORTS**

- Finance Committee - budget was submitted
- Building and Grounds Committee - toilet screens for public bathrooms
- Personnel Committee - discussion concerning Succession Planning at the Library
- Nominations Committee - no report, but there are people who have inquired at being a member of the Library Board and Inez will follow up

9. **OLD BUSINESS**

- Construction update and Library closure - Peter gave an update concerning the delays on the staircase and the railing surrounds. The procedure was complicated and the delivery schedules were delayed numerous times. We are still waiting for the complete delivery but the dates keep being pushed back.
- Park Avenue Façade sign - update - we have a quote for what the sign will cost and now we are once again waiting for approval from the City
- Succession Planning for Key Staff positions - separate meeting of Succession Planning Committee
- Renovation Fundraising - get list of needed items for FOPPL
 - List for FOPPL - final list from furniture company will be ready soon for various spaces. We need prices for furniture for the various spaces
 - Teen Space needs - part of the overall renovation but not included in the grant requirements
- Grand opening event - Claudia led the portion of the meeting with her ideas for the Grand Opening Gala. Logistics for a ribbon cutting, where to have it. Board members volunteered to be part of the committee. Musicians, school children, finger food. More

NOTE: Please call the Administrative Office (757-2305)

1. To notify of intended absence from meeting; and/or
2. For detailed information on any disbursements.

Plainfield Public Library

BOARD OF TRUSTEES

will be discussed and determined at the Gala Meeting with FOPPL. Volunteers included, Carlos and Pat.

10. NEW BUSINESS

- Budget meeting with City - no additional discussion
- Douglas Zucker - prospective lawyer for the Library - resolution updated and needed to be signed. Passed with changes unanimously.
- Texas Property - Scott will report - new offer for the portion that we own. We have a two-part offer, 1 is to accept the buy-out or 2 to have a three-year lease and a quarter of any royalties. There was a discussion about which option would make the most sense for us. The Board decided to move forward with the lease option at this time. Carlos made a motion to accept the offer of \$4000 for a three-year period for the lease, with $\frac{1}{4}$ of the royalties as they are earned. Marianne Tankard seconded the motion. Six in favor, one opposed. Motion carried.

11. COMMUNICATIONS FROM BOARD MEMBERS

Carlos commented on the discussions during the Board meetings and how they have opened up and improved understanding of the issues.

Pat thanked Cynthia about her leadership in reviewing the work done by the Library staff on choosing the web developer.

Inez wanted to know if we would participate in the 4th of July Parade.

Carlos commented on the article about Inez and her daughter and what an inspiration to the City and the Library they are.

12. PRIVILEGE OF THE FLOOR - None

13. ADJOURNED at 1:10 p.m. to: March 26, 2026. MSC: CR/JM

NOTE: Please call the Administrative Office (757-2305)

1. To notify of intended absence from meeting; and/or
2. For detailed information on any disbursements.