

Ringwood Public Library
30 Cannici Dr., Ringwood, NJ
April 21, 2025
Open Session Minutes

Attendees: Amy Boyle Geisel, Robert McKay, Hina Mehta, Leona Kumagai, Jennifer Hsu, Linda Schaefer, Eleanor Young, Mary Ellen D'Elia, Asst. Director and Wendy Sandford, Director RPL.

Absentees: Jane Mathews, Regina Ledgerwood

Call to Order at 7:05 pm by Amy Boyle Geisel, President of the Ringwood Public Library Board of Trustees.

Statement of Meeting Notice

Adequate notice of this meeting was provided in the usual course to the Suburban Trends, Record, Herald News, Borough Manager, Borough Clerk, and the RPL website. Notice was posted inside RPL and Ringwood Town Hall.

Open Public Session 1 – Consent Agenda

This Meeting will be run according to Robert's Rules as amended. In accordance with Robert's Rules and the Open Public Meetings Act, the Board will limit public comments to 2 minutes for each member of the public that wishes to speak. We ask each member of the public to state their name and address when they address the Board. Thank you.

Please use the time in this session for questions about any items in the Consent Agenda prior to their passage. There will be a second public session for any non-Consent Agenda items.

Consent Agenda +

- Directors' Report
- Assistant Director's Report
- Approval of annexed Minutes of open session of the March 17, 2025 Board Meeting Minutes

Motion: Eleanor Young

Second: Robert McKay

Pass: All

Abstain: None

+ = Consent items are non-controversial items or routine items that are discussed at every meeting. Anyone who wants to discuss an item should move the item off the Consent Agenda after the Chair inquires. The Consent Agenda is adopted with a motion, second and vote. Items removed from the Consent Agenda can be discussed separately.

Regular Agenda

- Board Comments

- Tea with First ladies fundraiser went successful.
 - Last Saturday April 12 the library had to close because of snow, had to postpone the Composting event.
- Finance Report (moved to closed session)
- Directors Comments
 - Comic con - at the Skyline Lake clubhouse on Sept 13th
- Friend's Report –
 - Paint and Sip – fundraiser, 12 in attendance.
 - Tea with First Ladies – fundraiser 34 attendees
 - Next Paint and Sip – summer,
 - Next meeting at Sam's?
- Friends Finance reports
 - Going forward, the Director will give a verbal report to the Friends, no documents will be shared as this is a sub-committee
- Old Business
 - Capital Reserve Policy update – we will proceed with the policy as written and passed in 2023
- HR Policies Review Committee (tabled until May 2025)
- Dedication update
 - May 7th - monumental day for RPL as it was the ribbon cutting day
 - Friends will pay for all event costs
 - Refreshments
 - Piano playing
 - Invitations are out
 - Speakers to speak at the event
- Board Training:
 - May - Hina Mehta will report on media and advocacy training event from April 23,
 - June - Jennifer Hsu - Library law intro to the new lawyer
 - July - Robert McKay
- TD Bank/Provident Bank transition
 - Move will happen in a week or two
 - Approval to do the move

Motion: Linda Schaefer

Second: Hina Mehta

Pass: All

Abstain: None

- Library lawyer update
 - Discussed the lawyer and his terms

New Business

- [Volunteer Day – will have sign-up for volunteers to be there](#)
- Grants Landscape/IMLS
Waiting for NJSL to report
- [ALA](#) and [NJLA](#) Conferences 2025
If any Board member goes please let it be known to get credit

Going in to Open Public Session

- M: ROBERT MCKAY
- S: LINDA SCHAEFER
- Pass: All
- Abstain: None

Open Public Session 2

This Meeting will be run according to Robert's Rules as amended. In accordance with Robert's Rules and the Open Public Meetings Act, the Board will limit public comments to 2 minutes for each member of the public that wishes to speak. We ask each member of the public to state their name and address when they address the Board. Thank you.

WS mentioned that Heather Caldwell got a thank you letter from NJSL.

Out of Open public session into regular public session and since there is nothing to discuss, we move into exec session

Motion: Jennifer Hsu
Second: Eleanor Young
Pass: All
Abstain: None

Moving into Executive Session This will be a closed session at 8:17pm

Back in Regular session at 8:45pm

Motion: Robert McKay
Second: Eleanor Young
Pass: All
Abstain: None

Adjournment: at 8:45 pm Next meeting will be on Monday May 19th at 7pm at RPL

Motion: Linda Schaefer
Second: Jennifer Hsu
Pass: All
Abstain: None

Respectfully Submitted by Hina Mehta, Secretary