

**Minutes of the Meeting of the Board of Trustees  
of the Bernards Township Library  
October 28, 2020**

**1. CALL TO ORDER**

President Kippy Piedici called the meeting to order at 7:33 p.m. via Zoom.

**2. SUNSHINE LAW REMINDER**

In accordance with the requirements of the Open Public Meetings Law of 1975, notice of the meeting was posted on the inside of both doors of the Bernards Township Library Public was filed with the Township Clerk and was posted on both the Library's website and the Township's website.

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

**Present:** Jack Brull, Joe Esposito, Karen Kogut, MaryJane McNally, Kippy Piedici, Vivian Pagoulatos, Zina Pozner, Doug Roberts, and Cynthia Yin

**Absent:**

**Also Present:** Lyn Begraft

**5. PUBLIC COMMENT**

There was no public comment.

**6. APPROVAL OF MINUTES**

**MOTION 20-50** was made by Zina Pozner and seconded by Karen Kogut to approve the minutes of the September 30, 2020 regular meeting as written. With Joe Esposito, Doug Roberts, and Cynthia Yin abstaining, the motion passed unanimously.

**7. PRESIDENT'S REPORT**

- Kippy asked any Board member who attended the New Jersey Library Trustee Institute October 17, 2020 to tell Lyn Begraft so the hours will be counted toward the state's annual professional development requirement for members of the Board of Trustees.
- Kippy asked for a volunteer to serve on the Board Nominating Committee. If there is no volunteer, a name will be chosen at random. According to the Board's Bylaws, the Treasurer and Secretary are automatically members of the committee, and the non-officer serves as chair. Kippy will appoint the committee at the next meeting.

**8. DIRECTOR'S REPORT**

- Lyn described the staffing implications of the popular curbside pickup service and appointment-only visits to the Library.
- The Library is gradually re-introducing Museum passes, starting with local New Jersey museums such as the Museum of Early Trades & Crafts in Madison.
- The Teen area will be open for browsing Mondays and Thursdays, from 2:00 – 5:00 p.m. These visits will be by appointment only.

## 9. TREASURER'S REPORT

Vivian noted that the budget report reflects activity as of October 20, 2020. With 80% of the year having passed and 74% of the budget having been spent, we are roughly on target. Because of the pandemic, some lines may not be spent completely. The one anomaly, heating, will need to be investigated further.

## 10. COMMITTEE REPORTS

- A. Friends of the Library Liaison—Doug Roberts  
The Friends' Annual Fund Drive is close to reaching its goal. The next Friends of the Library meeting will be November 9, 2020.
- B. Land and Building—Jack Brull  
No report
- C. Legislation & Advocacy—MaryJane McNally  
No report
- D. Personnel—MaryJane McNally, Cynthia Yin
  - **MOTION 20-51** was made by Vivian Pagoulatos and seconded by MaryJane McNally to adopt a resolution honoring Alison Peterson on her retirement. The motion passed unanimously.
  - **MOTION 20-52** was made by Cynthia Yin and seconded by MaryJane McNally to adopt a resolution acknowledging the hiring of Nancy Kilroy, part-time Library Assistant, Adult Circulation, 12 hours/week, starting November 16, 2020. The motion passed unanimously.
- E. Strategic Plan—Vivian Pagoulatos, Jack Brull  
Jack reiterated some topics the committee is discussing with the Township as it seeks to develop a meaningful capital plan.
- F. Technology—Karen Kogut  
The selfCheck project is underway. The Township is preparing the purchasing documents. Library staff will be in communication with Bibliotheca to determine a more exact timeline and implementation plan.
- G. Township Committee Liaison—Joe Esposito  
Joe affirmed that the Township approved the selfCheck project October 27, 2020.

## 11. OLD BUSINESS

There was no Old Business.

## 12. NEW BUSINESS

**MOTION 20-53** was made by Vivian Pagoulatos and seconded by Doug Roberts to approve payment (from Line 0-01-29-390-231, General Plant Expense) of COVID-19 expenditures that will be reimbursed when federal funds are released. With a roll call vote, the motion passed 9-0-0.

## 13. PUBLIC COMMENT

There was public comment concerning the status of roof leaks and the desirability of linking the Board agenda to the Township calendar.

#### **14. ADJOURNMENT**

- **MOTION 20-54** was made by Jack Brull and seconded by Cynthia Yin to adjourn the meeting at 8:08 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., November 18, 2020.