

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
April 28, 2021**

1. CALL TO ORDER

President Kippy Piedici called the meeting to order at 7:30 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 Public Library, 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, Lew Cohen, Joe Esposito [arr. 7:35], Emily Johnston, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, Kippy Piedici, and Doug Roberts

Absent:

Also Present: Lyn Begraft

5. PUBLIC COMMENT

There was no public comment

6. APPROVAL OF MINUTES

MOTION 21-19 was made by Vivian Pagoulatos and seconded by Karen Kogut to approve the minutes of the March 24, 2021 meeting as written. With Jack Brull abstaining, the motion passed unanimously.

MOTION 21-20 was made by Emily Johnston and seconded by Lew Cohen to approve the minutes of the April 14, 2021 special meeting as written. The motion passed unanimously.

7. PRESIDENT'S REPORT

Kippy will be completing the Lyn's performance appraisal. Kippy will send Board members a discussion form and asks that they submit comments to her by May 10, 2021.

8. DIRECTOR'S REPORT

- Jennifer R. Nelson, the new State Librarian, will be at the next MAIN Directors meeting. [Joe Esposito arrived 7:35].
- Amy Pasquariello and Athena Danalakis will complete the Super Library Supervisor workshop series offered by LibraryLinkNJ on May 19, 2021.
- As conditions continue to improve, the demand for curbside pickup has declined dramatically. The Library will continue to monitor and evaluate this service.
- Staff continue to be comfortable with the traffic flow inside the library.

9. COMMITTEE REPORTS

- A. Finance and Treasurer's Report—Vivian Pagoulatos
 - Vivian reported that the budget was uploaded last night.
 - Although only 31% of the year has passed, 47% of the budget has been encumbered. This is in keeping with the normal practice.
 - \$39,000 will be moved to the reserve account.
 - Next month the financial report will be presented in a revised format that will be easier to read.

- B. Friends of the Library Liaison—Emily Johnston

Emily met with Friends officers Noah Ginter and Joe Ryder to discuss the Annual Fund Drive. There is a plan to expand the scope of the mailing. The Friends' next meeting will be May 10, 2021.

- C. Land and Building—Jack Brull
 - Jack described several items that need immediate attention: the building fascia near the front entrance, aluminum cladding, and the front walkway.
 - Finding and implementing a solution to the recurring roof leaks continues to be an ongoing issue.

- D. Legislation & Advocacy—MaryJane McNally
No report

- E. Personnel—Mary Jane McNally
Included under New Business

- F. Strategic Plan—Vivian Pagoulatos, Jack Brull

Vivian reported that the committee anticipates having the market survey completed by the Fall. Emily will approach the Friends to explore their possible assistance. Vivian asked Board members to submit comments on the Library's successes to her by the May Board meeting.

- G. Technology—Karen Kogut

Karen reported that not only has the selfCheck implementation been a great logistical success, it came in approximately \$5,000 under budget.

- H. Township Committee Liaison—Joe Esposito
 - Joe remarked that the Township Budget has been adopted.
 - The Township Committee introduced two ordinances recently: one would prohibit marijuana-related businesses from operating in the Township and the other would ban pot-smoking in public. The proposals are scheduled for a public hearing in May.

10. OLD BUSINESS

There was no Old Business.

11. NEW BUSINESS

- **MOTION 21-21** was made by Jack Brull and seconded by Doug Roberts to modify the grant application covering Work Area 1 - Front Entry to include replacing the front doors and making improvements to the walkway to meet ADA requirements. With a roll call vote, the motion passed 9-0-0.
- **MOTION 21-22** was made by Doug Roberts and seconded by Karen Kogut to adopt a resolution supporting and approving the Library's application for the New Jersey Library Construction Bond Act. With a roll call vote, the motion passed 9-0-0.
- **MOTION 21-23** was made by Lew Cohen and seconded by Vivian Pagoulatos to adopt a resolution certifying that matching funds in the amount of \$120,000, the

required fifty percent of the project total cost, are available to support the Library's New Jersey Library Construction Bond Act application. With a roll call vote, the motion passed 9-0-0.

- **MOTION 21-24** was made by Lew Cohen and seconded by Emily Johnston to adopt the recommendation of the Personnel Committee and promote Rachel Talbert, Teen Services Librarian, to Senior Librarian. With a roll call vote, the motion passed 9-0-0.

12. PUBLIC COMMENT

There was no public comment.

13. ADJOURNMENT

- **MOTION 21-25** was made by Vivian Pagoulatos and seconded by Karen Kogut to adjourn the meeting at 8:44 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., May 26, 2021.