

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
August 25, 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, Emily Johnston, Karen Kogut, Andrew McNally, MaryJane McNally, Vivian Pagoulatos, Kippy Piedici, and Doug Roberts

Absent: Andrew McNally

Also Present: Lyn Begraft

5. PUBLIC COMMENT

There was public comment regarding roof leak abatement and digital access to newspapers.

6. APPROVAL OF MINUTES

MOTION 21-40 was made by Vivian Pagoulatos and seconded by Lew Cohen to approve the minutes of the July 28, 2021 meeting as written. With Doug Roberts abstaining, the motion passed unanimously.

7. PRESIDENT'S REPORT

No report.

8. DIRECTOR'S REPORT

- Lyn reported on progress regarding addressing building issues. She, Kippy, and Jack met with Township Administrator Pat Monaco, Township CFO Sean McCarthy, and Township Committeeperson Andrew McNally.
 - The group agreed to meet monthly. To date, Ryan Wallace, Assistant Director of Public Works; Jorge Casacuberta, Director of Public Works; and Pat Monaco have drafted a preliminary action plan.
 - Will Gaddish, Project Coordinator Department of Public Works, has been working with a roof contractor on plans for the most easily remedied items.
- PSE&G has reached out to the Library regarding an energy audit that they could conduct in conjunction with their Direct Install Program for municipal customers. The Falcon Group has prepared a proposal for a Preliminary Energy Assessment. The Board will weigh the benefits of both proposals to devise a wholistic plan in relation to the roof project.
- There will be an ADA audit of the Library Tuesday, September 7.

- The new cleaning service has begun work.
- In light of the persistent COVID-19 Delta variant, scheduling Library programming continues to be challenging. Children's programs will be outside as long as the weather holds. Adult programming will be mixed – some in person, others virtual.
- New State Librarian Jennifer R. Nelson visited the Library August 24 as part of an effort to acquaint herself with New Jersey libraries and library consortia. She was accompanied by Deputy State Librarian Peggy Cadigan and MAIN Executive Director, Phil Berg.

9. COMMITTEE REPORTS

- A. Finance and Treasurer's Report—Vivian Pagoulatos
Vivian reported that 62 percent of the year has passed and Library spending is within the normal range.
- B. Friends of the Library Liaison—Emily Johnston
 - The Friends met August 9 and agreed to designate \$250 for incentives to encourage completion of the Library's strategic plan survey.
 - Emily will attend a Children's program on September 11, an adult program on September 12, and an event at Town Hall in October to promote completion of the survey.
 - The Children's Department will make posters in celebration of National Friends of Libraries Week in late October.
 - The Friends have decided to meet more frequently. Now, they will meet every other month instead of quarterly.
- C. Land and Building—Jack Brull
Included in the Director's report.
- D. Legislation & Advocacy—MaryJane McNally
No report
- E. Personnel—MaryJane McNally, Lew Cohen
MOTION 21-41 was made by Lew Cohen and seconded by Doug Roberts to adopt a resolution acknowledging the hiring of Umaima Saleem, part-time Library Assistant, Children's Services. With a roll call vote, the motion passed 8-0-0.
- F. Strategic Plan—Vivian Pagoulatos, Lew Cohen
 - Vivian asked the Board to review the revised Strategic Plan Timeline and submit any questions to her.
 - Vivian shared the final version of the strategic plan survey with the Board. Because of Stacks' technical limitations, the survey will be constructed in SurveyMonkey. A soft launch can begin immediately.
- G. Technology—Karen Kogut
No report
- H. Township Committee Liaison—Andrew McNally
No report

10. OLD BUSINESS

There was no Old Business.

11. NEW BUSINESS

MOTION 21-42 was made by Emily Johnston and seconded by Karen Kogut to close the Library the morning of October 8 for a staff development program and open to the public at noon. The motion passed unanimously.

12. PUBLIC COMMENT

There was public comment regarding the roof leak issues.

13. ADJOURNMENT

- **MOTION 21-39** was made by Vivian Pagoulatos and seconded by Lew Cohen to adjourn the meeting at 8:07 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., September 29, 2021. The location will be determined closer to the meeting date.