

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
December 14, 2022**

1. CALL TO ORDER

President Emily Johnston called the meeting to order at 7:36 p.m. in the Bernards Township Library Program Room A.

2. PLEDGE OF ALLEGIANCE

3. SUNSHINE LAW REMINDER

In accordance with the requirements of the Open Public Meetings Law of 1975, notice of the meeting was posted on the bulletin board in the Reception Hall of the Municipal Building, Collyer Lane, Basking Ridge and the Bernards Township Library Public Notices bulletin board; was mailed to *The Bernardsville News*, Whippany, and the *Courier News*, Somerville; was filed with the Township Clerk; and was posted on both the Township's website and the Library's website.

4. ROLL CALL

Present: Janice Fields, Emily Johnston, Lori Kendis, MaryJane McNally, Vivian Pagoulatos, and Jane Zhang

Absent: Vyoma Anne, Karen Kogut, and Darek Smyk

Also Present: Rachel Burt

5. PUBLIC COMMENT

There was no public comment.

6. APPROVAL OF MINUTES

MOTION 22-101 was made by Vivian Pagoulatos and seconded by Lori Kendis to approve the minutes of the November 30, 2022 regular meeting as written.

The motion passed unanimously.

7. PRESIDENT'S REPORT

Emily thanked all the Board members for their work throughout the year.

8. DIRECTOR'S REPORT – RACHEL BURT

- Rachel reported that the privacy fence project is close to completion.
- The Staff enjoyed a Holiday Lunch Wednesday, December 7, 2022. After not being able to celebrate this way for two years, the lunch was a welcome morale boost.
- The ceiling tiles have arrived. DPW will begin installing them early in January.

- Todd Hause of Arcari + Iovino will have completed bid documents by the end of February 2023. Construction could start as early as the end of April 2023

9. PRESENTATION OF THE 2023 SLATE

Lori Kendis, Chair of the Board Nominating Committee, announced the following slate of officers for 2023: President, Emily Johnston; Secretary, MaryJane McNally; and Treasurer, Vivian Pagoulatos. The slate will be presented for a vote at the Board's reorganization meeting in January 2023.

10. COMMITTEE REPORTS

- A. Finance and Treasurer—Vivian Pagoulatos and Darek Smyk
 - According to the Treasurer's Report, 93% of the year has passed and 89% of the budget has been spent with no major issues.
 - Vivian walked the Board through the spreadsheet that she and Darek have created and invited the Board to review the categories they have developed. They hope that this spreadsheet will give a clearer picture of the library's spending and will be of assistance when planning.
- B. Friends of the Library Liaison—Jane Zhang
 - Jane reported that at their regular December 5, 2022 meeting the Friends approved funding several library requests.
 - To date, the Annual Fund Drive has raised approximately \$34,000.
 - The Friends are beginning to plan a celebration of the Library's 125th anniversary of incorporation.
- C. Land and Building—Vyoma Anne, Vivian Pagoulatos, and Janice Fields
Included in the Director's report
- D. Legislation & Advocacy—MaryJane McNally
No report.
- E. Personnel—MaryJane McNally
MOTION 22-102 was made by Lori Kendis and seconded by Janice Fields to adopt a resolution acknowledging the appointment of Anne O'Gorman, Senior Librarian – Children's Services. With a roll call vote, the motion passed 6-0-0.
- F. Policies and Procedures—Karen Kogut
Rachel indicated that the collection policy is the next one scheduled to be updated.
- G. Technology—Karen Kogut, Lori Kendis
No report
- H. Township Committee Liaison—Janice Fields
Janice thanked Emily for her leadership and service as President this year. She also thanked Vivian for taking the lead on two major efforts. Janice is looking forward to continuing to represent the Township Committee on the Library Board.

11. OLD BUSINESS.

There was no Old Business.

12. NEW BUSINESS

There was no New Business

13. PUBLIC COMMENT

There was no public comment.

14. ADJOURNMENT

- **MOTION 22-103** was made by Vivian Pagoulatos and seconded by Jane Zhang to adjourn the meeting at 8:37 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., January 25, 2023 at the Library.