

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
July 29, 2020**

1. CALL TO ORDER

President Kippy Piedici called the meeting to order at 7:32 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, Doug Roberts, Zina Pozner [7:40 p.m.], and Cynthia Yin

Absent: Vivian Pagoulatos

Also Present: Lyn Begraft and Karen Andriolo

5. PUBLIC COMMENT

There was public comment about the reduced number of chairs in the library.

6. APPROVAL OF MINUTES

MOTION 20-33 was made by Jack Brull and seconded by Karen Kogut to approve the minutes of the June 24, 2020 regular meeting as written. The motion passed unanimously.

7. PRESIDENT'S REPORT

Kippy promised the Board that she would decide within the next week whether or not we would hold a Board of Trustees meeting in August.

8. DIRECTOR'S REPORT

Lyn reported that there had been a recent incident where water from a faucet outside the library was gushing down the street. Fortunately, no water came inside the library. DPW responded and promptly addressed the problem.

9. TREASURER'S REPORT

In Vivian's absence, Kippy noted that the budget report reflects activity as of July 21, 2020 with 56% of the year having passed. Next month's report will show the amount actually spent instead of the amount encumbered.

10. COMMITTEE REPORTS

- A. Friends of the Library Liaison—Doug Roberts
Doug reported that although the Friends' Annual Fund Drive appeal was mailed one month later than usual, returns are on track with past years.
- B. Land and Building—Jack Brull
No report.
- C. Legislation & Advocacy—Mary Jane McNally
No report.
- D. Personnel—Mary Jane McNally, Cynthia Yin
No report.
- E. Strategic Plan—Vivian Pagoulatos, Jack Brull
No report.
- F. Technology—Karen Kogut
Covered in Old Business.
- G. Township Committee Liaison—Joe Esposito
No report.

11. NEW BUSINESS

MOTION 20-34 was made by MaryJane McNally and seconded by Doug Roberts to approve the 2020 Reserve Allocation as presented by Kippy. With a roll call vote, the motion passed 8-0-0.

12. OLD BUSINESS

- **MOTION 20-35** was made by Jack Brull and seconded by Karen Kogut to approve the revised Patron Behavior Policy with two minor changes. With a roll call vote, the amended policy passed 8-0-0.
- **MOTION 20-36** was made by Doug Roberts and seconded by Cynthia Yin to approve COVID-19 related policy updates. With a roll call vote, the motion passed 8-0-0.
- Lyn updated the Board on the Library's Reopening Plan:
 - Checkouts of eBooks and eAudiobooks continue to be higher than usual, but seem to have leveled off.
 - Virtual programs continue to be very well received. One of the most popular programs, "The History of the Jersey Shore," had 136 attendees.
 - Curbside pickup, which started June 29, continues to be popular. 105 items were picked up July 3.
 - The library reopened to the public July 6 on a limited, appointment-required basis. To date, the appointment system has been working smoothly. Staff have observed that patrons are borrowing more items per visit.
- Karen Kogut presented a report outlining the features, benefits, and drawbacks of selfCheck, a project that the Board has been investigating for some time. Karen also outlined the costs and timelines associated with different implementation methods. Karen Kogut, Emerging Technology Librarian Karen Andriolo, and Lyn answered questions from Board members. **MOTION 20-37** was made by Zina Pozner and seconded by Doug Roberts to secure proposals to install selfCheck. With a roll call vote, the motion passed 8-0-0.

13. PUBLIC COMMENT

Public comment was made regarding posting policy changes in a prominent place for the public to see.

14. ADJOURNMENT

- **MOTION 20-38** was made by MaryJane McNally and seconded by Karen Kogut to adjourn the meeting at 9:10 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., August 26, 2020.