

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
February 24, 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, Emily Johnston, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, Kippy Piedici, and Doug Roberts

Absent:

Also Present: Lyn Begraft; Phil Berg, Executive Director MAIN

5. PRESENTATION BY PHILIP BERG – EXECUTIVE DIRECTOR, MAIN

- Executive Director, Phil Berg presented an overview of recent MAIN accomplishments including:
 - Calculation of ROI
 - Addition of Hunterdon County and Bernardsville libraries
 - Development of the mobile app in the Fall of 2020 ahead of schedule
- Future plans include:
 - Strengthening the mobile app by the end of the year
 - Reviewing existing digital content platforms and either renewing or changing them
 - Continuing to work on the ILS
 - Initiating a Strategic Planning process that will formulate a path for the future and will consider a possible name change to reflect MAIN's new reality.
- Phil then speculated on the future of libraries drawing on experiences of libraries in other countries and highlighting flexibility in all aspects of library service.

6. PUBLIC COMMENT

There was public comment on the expansion of MAIN and its possible renaming.

7. APPROVAL OF MINUTES

MOTION 21-06 was made by Vivian Pagoulatos and seconded by Lew Cohen to approve the minutes of the January 27, 2021 meeting as written. The motion passed unanimously.

8. PRESIDENT'S REPORT

Kippy announced the following 2021 Board committee assignments:

- Finance – Vivian Pagoulatos, Doug Roberts
- Friends Liaison – Emily Johnston
- Land & Building – Jack Brull
- Legislation & Advocacy – MaryJane McNally
- Personnel – MaryJane McNally, Lew Cohen
- Strategic Plan - Vivian Pagoulatos, Lew Cohen
- Technology – Karen Kogut
- Township Committee Liaison - Joe Esposito
- Policy – as needed

9. DIRECTOR'S REPORT

- Lyn welcomed former Director Ruth Lufkin to the meeting.
- Lyn thanked Board members who provided feedback on the content and format of the monthly Board Report.
- Because the state has increased indoor capacity limits to 35%, the Library was able to increase the number of appointment slots. This means that 20 additional people per day can book appointments.
- Weekend activity is up in the Children's Library and curbside pickup continues to be strong.
- Lyn will be meeting with the supervisors to plan what the next reopening steps might look like.

10. TREASURER'S REPORT

Vivian reported that budget development is proceeding routinely. She estimates that Library's budget lines will be populated by the end of April.

11. COMMITTEE REPORTS

- A. Friends of the Library Liaison—Doug Roberts
Doug reported that The Friends met Monday, February 8, 2021. He passed along some low-risk ideas for increasing donations.
- C. Land and Building—Jack Brull
No report
- D. Legislation & Advocacy—MaryJane McNally
No report
- E. Personnel—Mary Jane McNally
No report
- F. Strategic Plan—Vivian Pagoulatos, Jack Brull
No report this month. The plan needs to be reviewed again.
- G. Technology—Karen Kogut
Karen reported that selfCheck implementation has been a great success.
 - The team started tagging mid-January and, despite weather complications, completed tagging 117,000 items by February 12, 2021.
 - Last week, staff was trained on the patron kiosks.
 - Next steps include a soft open early March, Board demonstration March 6, 2021, and formal rollout mid-March.

H. Township Committee Liaison—Joe Esposito

Joe remarked that the Township Committee is deep in the budget process.

12. OLD BUSINESS

MOTION 21-07 was made by Emily Johnston and seconded by Doug Roberts to adopt a resolution in compliance with the “Public Contracts Law and Regulations” confirming a contractual relationship with Baker & Taylor, Inc. for the purchase of books and other library materials for more than \$44,000.00 during 2021 and with Biblioteca, Inc. for the purchase of ebooks and other library materials for more than \$44,000.00 during 2021. This motion updates last month’s resolution to reflect the increased threshold as reported by the Township Purchasing Agent. With a roll call vote, the motion passed 9-0-0.

13. NEW BUSINESS

There was no New Business.

14. PUBLIC COMMENT

There was public comment regarding selfCheck and fundraising.

15. ADJOURNMENT

- **MOTION 21-08** was made by Lew Cohen and seconded by Vivian Pagoulatos to adjourn the meeting at 8:32 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., March 24, 2021.