

**Minutes of the Meeting of the Board of Trustees  
of the Bernards Township Library  
September 29, 2021**

**1. CALL TO ORDER**

President Kippy Piedici called the meeting to order at 7:32 p.m. via Zoom.

**2. PLEDGE OF ALLEGIANCE**

**3. SUNSHINE LAW REMINDER**

Pursuant to the Open Public Meetings Act of 1975, notice of this meeting has been given in the annual meeting notice sent to the Bernardsville News, Whippany, NJ and the Courier News, Bridgewater, NJ, on November 17, 2020, posted on the front and rear doors of the library (32 South Maple Avenue, Basking Ridge, NJ), filed with the Bernards Township municipal clerk, and posted on the library's and township's websites. The public may participate in this meeting only during the public portion, which takes place at the beginning and near the end of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the President, you will unmute your microphone/video. Members of the public who are attending via phone call must hit \*9 on their phone keypad to raise their hand to be recognized. Upon recognition by the President, they can unmute/mute their audio on their phone keypad. Individuals addressing the Board must give their name and address in an audible tone and will have 5 minutes to make their statement.

**4. ROLL CALL**

**Present:** Jack Brull, Lew Cohen, Emily Johnston, Karen Kogut, Andrew McNally, 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 21-44** was made by Emily Johnston and seconded by Karen Kogut to approve the minutes of the August 25, 2021 meeting as written. With Andrew McNally abstaining, the motion passed unanimously.

**7. PRESIDENT'S REPORT**

- Kippy reported that NJLTA had a meeting to discuss the statute authorizing the return of excess library funds to the municipality. Because many libraries' operations were abnormal due to the pandemic, NJLA and the State Library are working to pass a resolution that will suspend this statute for a few years.
- Early reports from the State Library regarding the status of Library Construction Bond Act Grant applications indicate that applications for smaller projects have a greater chance of being funded than ones for major projects.

## 8. DIRECTOR'S REPORT

- Lyn apprised the Board that the library has been named as a beneficiary in Catherine Cavanaugh's will. This bequest has no conditions attached to it.
- Lyn has begun the budget development process. She is waiting to hear what the millage, which is based on the 2019 equalized valuation, will be.
- Outside groups have started to book the program rooms. Groups have been making reservations slowly and are very glad to have this opportunity.

## 9. COMMITTEE REPORTS

- A. Finance and Treasurer's Report—Vivian Pagoulatos  
Vivian reported that 72 percent of the year has passed and Library spending is within the normal range.
- B. Friends of the Library Liaison—Emily Johnston
- Both Judy King of the Friends and Emily have been working to promote the group by attending a children's program on September 11 and an adult program on September 12.
  - The Friends have also been actively promoting completion of the strategic plan survey. Emily attended the Fall Fest at Town Hall to promote completing the survey. The Friends authorized purchase of survey-incentive gift cards and Emily has purchased them for when the winners are drawn.
  - The Friends have purchased drawstring bags to be distributed in connection with the celebration of National Friends of Libraries Week in late October.
- C. Land and Building—Jack Brull
- Jack reported that DPW will remove the fences around the air conditioning units on the roof.
  - **MOTION 21-45** was made by Vivian Pagoulatos seconded by Lew Cohen to authorize spending for needed roof hole repairs at a cost not to exceed \$2,000. With a roll call vote, the motion passed 9-0-0.
  - **MOTION 21-46** was made by Jack Brull and seconded by Doug Roberts to approve hiring The Falcon Group to perform a complete evaluation of the building fascia at a cost not to exceed \$2,100. With a roll call vote, the motion passed 9-0-0.
- D. Legislation & Advocacy—MaryJane McNally  
No report
- E. Personnel—MaryJane McNally, Lew Cohen  
No report
- F. Strategic Plan—Vivian Pagoulatos, Lew Cohen
- Vivian reviewed strategic plan survey progress so far. As of September 27, 2021, 699 surveys have been completed.
  - Vivian shared some preliminary survey results.
- 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**

There was no New Business

**12. PUBLIC COMMENT**

There was no public comment.

**13. ADJOURNMENT**

- **MOTION 21-47** was made by Vivian Pagoulatos and seconded by Lew Cohen to adjourn the meeting at 8:18 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., October 27, 2021. The location will be determined closer to the meeting date.