

**Minutes of the Meeting of the Board of Trustees  
of the Bernards Township Library  
December 15, 2021**

**1. CALL TO ORDER**

President Kippy Piedici called the meeting to order at 7:33 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:** Lew Cohen, Emily Johnston, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, and Kippy Piedici

**Absent:** Andrew McNally and Doug Roberts

**Also Present:** Lyn Begraft

**5. PUBLIC COMMENT**

There was public comment regarding the strategic plan survey contest winners.

**6. APPROVAL OF MINUTES**

**MOTION 21-57** was made by Emily Johnston and seconded by Karen Kogut to approve the minutes of the November 17, 2021 meeting as written. With Kippy Piedici abstaining, the motion passed unanimously.

**7. PRESIDENT'S REPORT**

- At Lyn and Kippy's invitation, Jorge Casacuberta, Bernards Township Director of Public Works, reviewed the proposed upgrade to HVAC system software and equipment and explained why it was so important to the efficient operation of the system.
- Kippy reported that the Library's application for a New Jersey Library Construction Bond Act Grant has been approved. No specific regulations have been released.
- Kippy also reported that she had a productive conversation with Juliet Machie, the new Executive Director of NJLA, at the recent New Jersey State League of Municipalities Conference.

## 8. DIRECTOR'S REPORT

- By next week, Lyn expects to receive the report from The Falcon Group presenting their findings of the fascia investigation.
- Lyn will meet with Jorge Casacuberta Friday to discuss both the energy audit and fascia investigation reports.
- Lyn praised Annie Rivera, Administrative Coordinator, Bernards Township Department of Finance, who has been providing invaluable service in the absence of our bookkeeper.
- Lyn will meet with Township CFO Sean McCarthy Monday.

## 9. PRESENTATION OF 2022 SLATE BY NOMINATING COMMITTEE

Lew Cohen, Chair of the Board Nominating Committee, announced the following proposed slate of officers for 2022: President, Emily Johnston; Vice-President, Kippy Piedici; Treasurer, Vivian Pagoulatos; and Secretary MaryJane McNally. The slate will be presented for a vote at the Board's reorganization meeting in January 2022.

## 10. COMMITTEE REPORTS

- A. Finance and Treasurer's Report—Vivian Pagoulatos  
Vivian reported that 94% percent of the year has passed and Library spending is within the normal range.
- B. Friends of the Library Liaison—Emily Johnston
  - Emily reported that The Friends met in December. To date, the annual fund drive is \$15,000 ahead of last year.
  - The next meeting will be in February.
- C. Land and Building—Jack Brull  
**MOTION 21-58** was made by Lew Cohen and seconded by Emily Johnston to approve payment of \$5,333.00 from reserve account #1-01-LI-R01-C05 to Unitemp, Inc. for the Library's portion of upgrades to the HVAC control system hardware and software. With a roll call vote, the motion passed 6-0-0.
- D. Legislation & Advocacy—MaryJane McNally  
No report
- E. Personnel—MaryJane McNally, Lew Cohen  
**MOTION 21-59** was made by Vivian Pagoulatos and seconded by Karen Kogut to acknowledging the hiring of Nicole Jeffreys, full-time Library Bookkeeper. The motion passed unanimously.
- F. Strategic Plan—Vivian Pagoulatos, Lew Cohen  
**MOTION 21-60** was made by Lew Cohen and seconded by Karen Kogut to approve the final draft of the Strategic Plan as presented with minor editorial changes. With a roll call vote, the motion passed 6-0-0.
- 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 21-61** was made by Vivian Pagoulatos and seconded by Emily Johnston to adjourn the meeting at 8:16 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 26, 2022. The location will be determined closer to the meeting date.