

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
June 29, 2022**

1. CALL TO ORDER

President Emily Johnston called the meeting to order at 7:33 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: Vyoma Anne, Emily Johnston, Lori Kendis, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, and Darek Smyk

Absent: Janice Fields and Jane Zhang

Also Present: Rachel Talbert

5. PUBLIC COMMENT

There was public comment calling attention to the article in the Patch promoting the Suzanne Cutler Teen Creative Writing Contest.

6. APPROVAL OF MINUTES

MOTION 22-48 was made by Lori Kendis and seconded by Karen Kogut to approve the minutes of the May 25, 2022 regular meeting as written. With Vyoma Anne, Vivian Pagoulatos, and Darek Smyk abstaining, the motion passed unanimously.

7. PRESIDENT'S REPORT

- Emily welcomed new member Darek Smyk to the Board and thanked him for his willingness to serve.
- The Library Construction Bond Act grant agreement has been reviewed by the Township Attorney and is ready to be signed.
- Emily explained that the July Board meeting would be moved to July 20 to better align with the Township Committee's July 26 meeting date.

8. IN-CHARGE SUPERVISOR'S REPORT

- Rachel Talbert, Senior Librarian Teen Services, reported that Summer Reading programs are off to a good start. To date 561 Children, 45 Teens, and 53 Adults have signed up.
- Interviews are underway for part-time Library Assistant vacancies in both Adult Services and Children's Services.
- Emily Kesselmeyer is working with library staff to develop an In-Charge schedule that would run through the end of August.

9. COMMITTEE REPORTS

A. Finance and Treasurer—Vivian Pagoulatos

- Vivian reported that 46% of the year has passed and 56% of the budget has been spent. This differs from past years for two reasons: global price increases and a change in the way encumbrances are recorded.
- The Finance Committee met to discuss unallocated reserve funds and recommended that the entire amount be allocated to Building Maintenance. **MOTION 22-49** was made by Vyoma Anne and seconded by Karen Kogut to accept the committee's recommendation and allocate the entire \$176,445.58 to Building Maintenance - Line C05. With a roll call vote, the motion passed 7-0-0.

B. Friends of the Library Liaison—Jane Zhang

In Jane's absence, Emily reported that the Friends have mailed their Annual Fund Drive appeal to the entire township.

C. Land and Building—Vyoma Anne, Vivian Pagoulatos, and Janice Fields

Emily reported on projects that are in various stages of completion:

- Security cameras have been installed this past week and Karen Andriolo is working with IT to ensure that the app is working correctly.
- Fascia repair is scheduled for late August.
- Repair of the gutters will follow the fascia repair.
- Problematic grates have been removed from lighting fixtures on the upper level and a solution is being researched.

D. Legislation & Advocacy—MaryJane McNally

No report

E. Personnel—MaryJane McNally

- **MOTION 22-50** was made by Lori Kendis and seconded by Vyoma Anne to adopt a resolution acknowledging the appointment of Amy Pasquariello, Senior Librarian -- Reference Services. With a roll call vote, the motion passed 7-0-0.
- **MOTION 22-51** was made by Vivian Pagoulatos and seconded by Darek Smyk to adopt a resolution acknowledging the appointment of Carolyn Moschello part-time Library Technician – Technical Services. With a roll call vote, the motion passed 7-0-0.
- **MOTION 22-52** was made by Lori Kendis and seconded by Vyoma Anne to adopt a resolution acknowledging the retirement of Jean Simone, Part-

time Library Technician – Technical Services. The motion passed unanimously.

- Lauren Beckman has resigned as part-time Library Assistant - Children's Services.

F. Policies and Procedures—Karen Kogut
No report

G. Technology—Karen Kogut, Lori Kendis
No report

H. Township Committee Liaison—Janice Fields
No report

10. OLD BUSINESS

- **MOTION 22-53** was made by Vivian Pagoulatos and seconded by Lori Kendis to adopt a resolution authorizing the final payment of \$30,000.00 to Fine Wall Corporation in satisfaction of contract #C2016-0123-1. With a roll call vote the motion passed 7-0-0.
- Emily presented an update on the Director Search Committee's progress to date. She invited the Board members to attend the second round of interviews scheduled for July 6 and 7.

11. NEW BUSINESS

Vivian suggested that because so many members of the Board are new to their positions, it would be beneficial to prepare an orientation to some major ongoing items such as finance, personnel, and implementation of the strategic plan.

12. PUBLIC COMMENT

There was public comment on the timing of Township Committee meetings.

13. ADJOURNMENT

- **MOTION 22-54** was made by Vivian Pagoulatos and seconded by Darek Smyk to adjourn the meeting at 8:13 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., July 20, 2022 at the Library.