

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
August 24, 2022**

1. CALL TO ORDER

President Emily Johnston called the meeting to order at 7:35 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: Janice Fields, Emily Johnston, Lori Kendis, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, and Darek Smyk

Absent: Vyoma Anne and Jane Zhang

Also Present: Athena Danalakis, Rachel Burt

5. AMENDMENT TO THE AGENDA

MOTION 22-71 was made by Darek Smyk and seconded by Lori Kendis to amend the agenda to include a motion contracting with Weathertite Solutions Roofing Contractors to repair roof leaks. The motion passed unanimously.

6. PUBLIC COMMENT

There was public comment regarding the cost of roofing materials and the rooftop privacy walls.

7. APPROVAL OF MINUTES

- **MOTION 22-72** was made by Lori Kendis and seconded by Karen Kogut to approve the minutes of the July 11, 2022 special meeting as written. The motion passed unanimously.
- **MOTION 22-73** was made by Vivian Pagoulatos and seconded by Janice Fields to approve the minutes of the July 14, 2022 special meeting as written. With Karen Kogut and Darek Smyk abstaining, the motion passed unanimously.
- **MOTION 22-74** was made by Vivian Pagoulatos and seconded by Darek Smyk to approve the minutes of the July 20, 2022 regular meeting as written. The motion passed unanimously.

8. PRESIDENT'S REPORT

Emily welcomed Rachel Burt who will be starting as Director of the Library Monday, September 19, 2022.

9. IN-CHARGE SUPERVISOR'S REPORT – ATHENA DANALAKIS

- Athena Danalakis, Supervising Librarian Adult Circulation Services, reported that there is a new leak in the area where hold materials are shelved.
- Part Time Library Assistant – Circulation, Lourdes Cornejo-Krohn, has resigned. Her last day will be August 25, 2022

10. COMMITTEE REPORTS

- A. Finance and Treasurer—Vivian Pagoulatos, Darek Smyk
- Vivian reported that 61% of the year has passed and 67% of the budget has been spent.
 - Vivian reflected on various ways to evaluate the budget trends.
 - Vivian also recommended that former Board of Trustees member Jack Brull review the work that went into developing the capital plan.
- B. Friends of the Library Liaison—Jane Zhang
- The Friends were unable to hold their scheduled August meeting. Their next meeting will be October 3, 2022.
- C. Land and Building—Vyoma Anne, Vivian Pagoulatos, and Janice Fields
- **MOTION 22-75** was made by Janice Fields and seconded by Lori Kendis to acknowledge the authorization to pay an additional \$4,800 to The Accent Group, Inc. due to unforeseen building repairs needed during the installation of new gutters. With a roll call vote, the motion passed 7-0-0.
 - **MOTION 22-76** was made by Vivian Pagoulatos and seconded by Darek Smyk to approve the Removal of Rooftop Fencing project hiring The Accent Group, Inc. at a cost not to exceed \$18,000. With a roll call vote, the motion passed 7-0-0.
 - **MOTION 22-77** was made by Lori Kendis and seconded by Karen Kogut to approve the Ceiling Tile Replacement project at a cost not to exceed \$5,000. With a roll call vote, the motion passed 7-0-0.
 - **MOTION 22-78** was made by Janice Fields and seconded by Lori Kendis to approve PSE&G Direct Install project #A085890 at a cost not to exceed \$20,000. With a roll call vote, the motion passed 7-0-0.
 - **MOTION 22-79** was made by Darek Smyk and seconded by Karen Kogut to hire Weathertite Solutions Roofing Contractors to address roof leaks at a cost not to exceed \$3,000. With a roll call vote, the motion passed 7-0-0.
- D. Legislation & Advocacy—MaryJane McNally
- No report
- E. Personnel—MaryJane McNally
- Library Staff have reviewed and revised the Teen Services Librarian job description and are preparing to advertise for that position.

F. Policies and Procedures—Karen Kogut
No report

G. Technology—Karen Kogut, Lori Kendis
No report

H. Township Committee Liaison—Janice Fields
Janice invited the Board to attend the Township's 9/11 Ceremony, 1:30 pm,
Sunday, September 11 at the Harry Dunham Park 9/11 Memorial.

10. OLD BUSINESS.

MOTION 22-80 was made by Lori Kendis and seconded by Karen Kogut to approve the delayed opening at 1:00 pm on Friday, September 23, 2022 for staff development in the morning. The motion passed unanimously.

11. NEW BUSINESS

There was no New Business.

12. PUBLIC COMMENT

There was public comment on the Library's importance to the community.

13. ADJOURNMENT

- **MOTION 22-81** was made by Vivian Pagoulatos and seconded by Lori Kendis to adjourn the meeting at 8:09 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., September 28, 2022 at the Library.