

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
October 26, 2022**

1. CALL TO ORDER

President Emily Johnston called the meeting to order at 7:35 p.m. in the Bernards Township Library Technology Center.

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 [Zoom], Emily Johnston, Lori Kendis, Karen Kogut, MaryJane McNally, Vivian Pagoulatos, Darek Smyk, and Jane Zhang

Absent: Janice Fields

Also Present: Rachel Burt

5. PUBLIC COMMENT

There was public comment regarding placement of the meeting location on the agenda.

6. APPROVAL OF MINUTES

MOTION 22-88 was made by Lori Kendis and seconded by Jane Zhang to approve the minutes of the September 28, 2022 regular meeting as written. The motion passed unanimously.

7. PRESIDENT'S REPORT

- Emily reported that she would be appointing a Nominating Committee by the next Board meeting and asked for a volunteer to join the group.

8. DIRECTOR'S REPORT – RACHEL BURT

- Rachel reported that Maura Crouch has accepted the position of Teen Services Librarian and will start work on October 31, 2022.
- Rachel, Emily Johnston, and Vivian Pagoulatos met with Ryan Wallace, Director of Public Works; Will Gaddish, Project Coordinator Department of Public Works; and Todd Hause of Arcari + Iovino to review the New Jersey

Library Construction Grant Project. The architect will prepare drawings that reflect modifications the group made to the book drop plan.

- Rachel is working on drafting the Library's 2023 budget.
- Rachel also is investigating working with the Rotary Club.

9. COMMITTEE REPORTS

- A. Finance and Treasurer—Vivian Pagoulatos, Darek Smyk
- According to the Treasurer's Report, 79.45% of the year has passed and 80% of the budget has been spent with no major issues.
 - Vivian and Darek are working to develop budget categories to help future planning.
- B. Friends of the Library Liaison—Jane Zhang
To date, the Friends' Fund Drive appeal has raised \$30,000.
- C. Land and Building—Vyoma Anne, Vivian Pagoulatos, and Janice Fields
Included in the Director's report
- D. Legislation & Advocacy—MaryJane McNally
No report
- E. Personnel—MaryJane McNally
MOTION 22-89 was made by Darek Smyk and seconded by Karen Kogut to adopt a resolution acknowledging the hiring of Maura Crouch, full-time Librarian — Teen Services. With a roll call vote, the motion passed 8-0-0.
- 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.

There was no Old Business.

11. NEW BUSINESS

MOTION 22-90 was made by Vivian Pagoulatos and seconded by Jane Zhang and to approve the Library's 2023 Holiday and Other Early Closings Calendar. The motion passed unanimously.

MOTION 22-91 was made by Karen Kogut and seconded by Vivian Pagoulatos to approve the 2023 Library Board Meeting Schedule. The motion passed unanimously.

MOTION 22-92 was made by Jane Zhang and seconded by Lori Kendis to move the Library Board meeting scheduled for December 28, 2022 to December 14, 2022. The motion passed unanimously.

MOTION 22-93 was made by Jane Zhang and seconded by Darek Smyk to amend the agenda to include the Arcari + Iovino proposal. The motion passed unanimously.

MOTION 22-94 was made by Lori Kendis and seconded by Vyoma Anne to hire Arcari + Iovino Architects, PC to provide professional services relating to the New Jersey State Library Construction Bond Act Grant in the amount of \$19,700. With a roll call vote, the motion passed 8-0-0.

12. PUBLIC COMMENT

There was no public comment.

13. ADJOURNMENT

- **MOTION 22-95** was made by Darek Smyk and seconded by Vivian Pagoulatos 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., November 30, 2022 at the Library.