

# **MINUTES OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING OF OCTOBER 19, 2022**

Present: Lisa Krauze, Fiona Meade, Sue Cason O’Neill, Brian Rivera, Ray Alcantara

Absent: Patricia Massey (excused), Jyothi Pamidimukkala (excused), Tony DePasquale (excused), Neville Arestani (unexcused)

Also Present: Doninick Bratti (Board Attorney), Allan Kleiman (Library Director), Debra Sarr (Assistant Director), Amanda Coyle (Administrative Operations Manager)

The Vice President called the meeting to order at 7:04 PM. She led the Salute to the Flag and the Open Public Meetings statement was read; roll call was taken.

On motion and second (O’Neill, Rivera), the minutes of the regular open session meeting of September 21, 2022 were approved by unanimous consent.

Absent: Arestani, Massey, Pamidimukkala, DePasquale

## President’s Report:

None

## Financial Report:

Mr. Kleiman discussed that the transfer of capital into the North Grant account is now possible and that the Foundation account has been moved over to TD Bank.

Mr Kleiman responded to questions regarding the financial reports.

On motion and second (Rivera, Alcantara); the bill list of September 30, 2022 with a grand total of \$71,972.10 was approved. Roll call vote: yes- Krauze, Meade, O’Neill, Rivera, Alcantara; absent- : Arestani, Massey, Pamidimukkala, DePasquale

## Director’s Report:

Mr. Kleiman discussed the success of the recent programs put on by the Hispanic Heritage Month Committee. Programming is currently being hosted to celebrate Diwali and future programs will move towards Halloween and upcoming holidays.

Programming is back to 70% of the pre-covid levels and attendance continues to be good via Zoom in addition to in person.

Mr. Kleiman stated there will be renewed focus on programming for children. It was mentioned that there be a focus placed on the scheduling of these programs to best serve the community's needs. Mr. Kleiman stated that there is a need for more full time children and teen librarians to support these initiatives as well as proposed children's programming on the bookmobile. It was mentioned that the survey be issued again to ascertain the opinions of the community.

Relocation of the Clara Barton branch was discussed. Mr. Alcantara stated that the town is still in negotiation for the lease and the targeted location is on Amboy Ave.

The meeting for the non-union renegotiation is scheduled to be held Wednesday 10/26 at 5:00 PM. Mr. Bratti stated that he is working on language changes and will have a hard copy of the changes.

Updates on the Foundation meeting were provided.

Mr. Kleiman provided an update on the bookmobile. Anticipated pickup is after Thanksgiving. Including a PA/notification system to advertise the bookmobile's presence was also discussed.

The resolution numbering system was discussed. In January a more formalized numbering system will be introduced so resolutions can be tracked.

Personnel changes were discussed. A new Administrative Operations Manager, Amanda Coyle, and Coordinator of Marketing and Community Engagement, Michael Wirth, started on October 3<sup>rd</sup>. A new part-time Librarian, Jessica Trujillo, started on October 4<sup>th</sup>.

Mr. Kleiman stated that quotes have been requested in regard to obtaining Chromebooks for the board members.

#### Committee Reports:

Facilities & Bookmobile - Changes to facilities and bookmobile previously mentioned in the Director's Report.

Finance – A new budget is being drafted and is expected to be completed for a future meeting

Personnel – Changes to personnel previously mentioned in the Director's Report.

Policies & Bylaws - Nothing new to discuss at this time.

Strategic Planning discussed scheduling a new meeting prior to distributing a new survey. It was mentioned that a board retreat to discuss goals and plans is being worked on for a future date.

Unfinished Business:

None

New Business:

None

Public Comments:

Ms. Krauze acknowledged the quality of the Mehndi from the Henna for Diwali program.

Announcements:

Mr. Alcantara reminded everyone of the upcoming Diwali celebration on Saturday 10/22 at Pappianni Park and the Winter Wonderland celebration beginning in December. Also mentioned was the return of Mr. Fix-it, enhancements to the Toth Health Center, the creation of a splash park, and other improvements.

On motion and second (O'Neil, Alcantara) the meeting was adjourned at 8:05 PM.