

## **MINUTES OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING OF FEBRUARY 07, 2023**

Present: Patricia Massey, Lisa Krauze, Fiona Meade, Sue Cason O'Neill , Jyothi Pamidimukkala, Tony DePasquale, Ray Alcantara, Joseph Romano

Absent: Sue Cason O'Neill (excused), Neville Arestani (unexcused)

Also Present: Annemarie Greenan (Board Attorney), Allan Kleiman (Library Director), Debra Sarr (Assistant Director), Margot Harris (Council Liaison) Amanda Coyle (Administrative Operations Manager)

The President called the meeting to order at 7:02 PM. She led the Salute to the Flag and the Open Public Meetings statement was read; roll call was taken.

The minutes of the regular open session meeting of January 10, 2023 were approved by unanimous consent.

Absent: O'Neill, Arestani

The minutes of the closed session meeting of January 10, 2023 were approved by unanimous consent.

Absent: O'Neill, Arestani

The minutes of the open special session meeting of January 19, 2023 were approved by unanimous consent.

Absent: O'Neill, Arestani

The minutes of the closed special session meeting of January 19, 2023 were approved by unanimous consent.

Absent: O'Neill, Arestani

### President's Report:

Ms. Massey thanked the community members of Clara Barton and is looking forward to collaborating with the community.

Ms. Massey stated that a successful board retreat was held on January 28<sup>th</sup>. The board was able to discuss the strategic plan for the library.

Ms. Massey announced that the bookmobile has arrived and expressed her excitement to see it on the road in the future.

Ms. Massey congratulated Mr. Gabe Ramos for his new position with Union Public Library.

Ms. Massey raised the question of which day would work best for the April meeting. Upon discussion the board agreed on April 27<sup>th</sup>.

#### Financial Report:

No questions were raised regarding the operating, capital, North Edison, or payroll account.

Questions were raised regarding the bill list. Mr. Kleiman responded.

On motion and second (Krauze, DePasquale); the bill list of January 31, 2023 with a grand total of \$350,145.13 was approved. Roll call vote: yes- Krauze, Meade, Pamidimukkala, DePasquale, Alcantara, Romano, Massey; absent- : Arestani, O'Neill

#### Director's Report:

Mr. Kleiman announced that Mr. Gabe Ramos will be moving to the Union Public Library.

An update was provided on the bookmobile. The bookmobile arrived at the library and the staff was trained. Further preparation will continue, such as getting permanent plates, ordering books, and planning routes.

Mr. Kleiman stated that there has been no meeting of the Library Foundation, but the Foundation is working on completing paperwork.

Mr. Kleiman mentioned that a Clara Barton Community Meeting is being held to get ideas for the branch from the community.

An update was provided on the North Edison Branch. A meeting was held with the team for initial discussion regarding the construction. Another meeting will be held at the end of the month.

Mr. Kleiman announced that he will be leaving on vacation. In his absence, Ms. Sarr is in charge.

Mr. Kleiman stated that he is still waiting on a date from the town for a meeting to discuss MOU and finances.

Committee Reports:

Facilities & Bookmobile – An update on the bookmobile was provided earlier.

Finance – Did not meet

Personnel – There was a negotiation meeting on January 26<sup>th</sup>.

Policies & Bylaws – Nothing new to report at this time.

Strategic Planning – A meeting was not held, but the strategic plan was discussed during the board retreat.

Unfinished Business:

A motion (Krauze) was brought to approve a contract for professional architectural and design services from the firm Arcari + Iovino Architects. Discussion followed.

On motion and second (DePasquale, Alcantara) the resolution to approve a contract to Anthony Iovino of the firm Arcari + Iovino Architects for architectural and design services for the North Edison Branch not to exceed \$7500 and the Clara Barton Branch not to exceed \$5000, was postponed until next meeting when more information is provided. Roll call vote: yes- Krauze, Meade, Pamidimukkala, DePasquale, Alcantara, Romano, Massey; absent- : Arestani, O’Neill

New Business:

None

Public Comments:

Members of the community offered suggestions and thanked the board for keeping the Clara Barton Branch open.

Announcements:

The next board meeting will be held on Tuesday March 14<sup>th</sup>.

On motion and second (Romano, Krauze) the meeting was adjourned at 8:13 PM.