

# **MINUTES OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING OF MAY 09, 2023**

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

Absent: Jyothi Pamidimukkala (excused)

Also Present: Dominick Bratti (Board Attorney), Allan Kleiman (Library Director), Debra Sarr (Assistant Director), Margot Harris (Council Liaison)

The President called the meeting to order at 7:00 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 April 27, 2023 were approved by unanimous consent.

The minutes of the closed session of April 27, 2023 were approved by unanimous consent.

## Closed Session:

A resolution was put forth to go into closed session to discuss contracts and legal issues. On motion and second (Massey, DePasquale) closed session was entered at 7:03 PM.

Motion to return to open session was issued and seconded (Krauze, Romano) at 8:10 PM.

## President's Report:

Ms. Massey stated that progress is being made on the shared services agreement between the township and the library.

## Financial Reports:

No questions raised regarding the financial reports.

Questions raised on the bill list and discussed.

On motion and second (O'Neill, Krauze); the bill list of May 9, 2023 with a grand total of \$75,164.16 was approved. Roll call vote: yes- Krauze, Meade, O'Neill, DePasquale, Patel, Alcantara, Romano, Massey: absent- Pamidimukkala

### Director's Report/Assistant Director's Report:

Mr. Kleiman announced that Kathy Gorman has been promoted to Principal Library Assistant. She will be working with John to develop homebound services.

Mr. Kleiman provided an update on the bookmobile. Routes are being finalized and the bookmobile should be running soon.

Mr. Kleiman discussed the North Edison Branch construction project. A meeting was held with Ms. Massey, Ms. Sarr, Mr. Kleiman and SAGEarch. They are looking to ensure that the budget created is as close on target as possible. Some slight modifications were made to the design and will be sent to the board.

Mr. Kleiman attended a webinar on first amendment audits given by the State Library and Trustees Association. Training will be provided to the staff on the subject.

### Committee Reports:

Facilities & Bookmobile – An update was sent to the facilities committee regarding the meeting with SAGEarch.

Finance – Meet on May 2<sup>nd</sup> and discussed the memorandum of understanding that is being worked on with the township and its financial implications.

On motion and second (DePasquale, O'Neill); the resolution to send out RFPs for a financial expert to evaluate the financial documentation provided to the library from the township that clarifies the fees we are required to pay for services provided by the township was approved. Roll call vote: yes- Krauze, Meade, O'Neill, DePasquale, Patel, Alcantara, Romano, Massey: absent- Pamidimukkala

Personnel – Meeting canceled

Policies & Bylaws – Did not meet

Strategic Planning – Did not meet

### Old Business:

No old business

### New Business:

No new business

### Public Comments:

None

Announcements:

A happy Mother's Day was wished to all mothers.

On motion and second (Romano, Alcantara) the meeting was adjourned at 8:23 PM.