

## **MINUTES OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING OF JULY 11, 2023**

Present: Patricia Massey, Fiona Meade, Jyothi Pamidimukkala, Anthony DePasquale, Shreyens Patel, Catriona Leary, Joseph Romano

Absent: Lisa Krauze (excused), Sue Cason O'Neill (excused)

Also Present: Dominick Bratti (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 7:00 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 June 13, 2023 were approved by unanimous consent.

### President's Report:

Ms. Massey welcomed Catriona Leary as the new Mayor's Alternate who will be replacing Ray Alcantara. Ms. Massey thanked Ray Alcantara for his service and wished him the best.

Ms. Massey encouraged everyone to take a look at the bookmobile schedule and visit the bookmobile.

### Financial Reports:

No questions raised on the Operating, Capital, North Edison, or Payroll Accounts.

No questions raised on the bill list.

On motion and second (Romano, DePasquale); the bill list of July 11, 2023 with a grand total of \$86,392.59 was approved. Roll call vote: yes- Meade, Pamidimukkala, DePasquale, Patel, Leary, Romano, Massey; absent- Krauze, O'Neill

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

Mr. Kleiman stated that summer reading is here and that the branches have had a lot of people come in. Circulation has been growing at the Clara Barton Branch, partly due to summer programming for all ages. There is an upcoming program on

Saturday at Clara with the historical society talking about the history of the Clara Barton neighborhood.

Mr. Kleiman discussed an upcoming citizenship class that will be starting in cooperation with Literacy NJ.

Mr. Kleiman provided an update on the bookmobile. The bookmobile is on the road with a complete July and August schedule. It is going to several parks at the request of the recreation department. The fall schedule is being worked on.

Mr. Kleiman mentioned AC issues at the Clara Barton and North Edison Branches, which are currently being repaired along with regular maintenance. The Fire inspector also came and the issues he found are being worked on.

Mr. Kleiman announced that the library was nominated for a national medal from IMLS, the federal Institute of Museums and Libraries.

Mr. Kleiman talked about the current master plan for Edison. There was very little mention of the Library and no proposed new Library buildings or sites to serve Edison's increasing population. Mr. Kleiman will attend the planning board meeting to talk about now and future needs of the Library in the public session.

Mr. Kleiman discussed promoting library cards at the schools. The initiative will consist of mailing cards to people who requested them through the school with a goal of getting every student in Edison a library card.

Ms. Massey noted that the North Edison construction project is moving along.

#### Committee Reports:

Facilities & Bookmobile – Met 7/6 to discuss the master plan, and updated plans for the project at the Main Branch.

Finance – Received the budget for review but were not able to meet.

Personnel – Met on 6/29 and discussed non-union contracts and evaluations.

Policies & Bylaws – Did not have a meeting but reviewed the museum pass policy.

Strategic Planning – Met 6/28 and discussed branding proposals. No recommendations at this time.

#### Old Business:

No old business

### New Business:

Questions raised and discussed on the resolution to establish a “bank” for the new self-check machines.

On motion and second (Romano, DePasquale) the resolution to establish a “bank” of 600.00 starter bills/cash for the new self-check machines for the purpose of making change for payments. was approved. Roll call vote: yes- Meade, Pamidimukkala, DePasquale, Patel, Leary, Romano, Massey: absent- Krauze, O’Neill

Questions raised and discussed on the resolution to approve a professional contract for architectural services.

On motion and second (Romano, Pamidimukkala) the resolution to approve a professional contract for architectural services with Arcari + Iovino for the renovation of the Main (Central) Library Branch in the amount of \$149,000. was approved. Roll call vote: yes- Meade, Pamidimukkala, DePasquale, Patel, Leary, Romano, Massey: absent- Krauze, O’Neill

Questions raised and discussed on the museum pass policy.

On motion and second (Pamidimukkala, DePasquale) the museum pass policy was approved. Roll call vote: yes- Meade, Pamidimukkala, DePasquale, Patel, Leary, Romano, Massey: absent- Krauze, O’Neill

Questions raised and discussed on the 2023 budget worksheet.

On motion and second (Pamidimukkala, Meade) the 2023 budget worksheet was approved. Roll call vote: yes- Meade, Pamidimukkala, DePasquale, Patel, Leary, Romano, Massey: absent- Krauze, O’Neill

### Public Comments:

A member of the community shared feedback from the residents regarding bookmobile stops, magazine collection updates, and program suggestions.

### Board Comments:

Mr. Romano inquired if he could have copies of the library card flyer and bookmobile schedule to have available at the Board of Education.

Ms. Leary also requested copies for town hall.

Ms. Meade requested copies for her church.

Announcements:

None

On motion and second (Romano, DePasquale) the meeting was adjourned at 8:00 PM.