

MINUTES OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING OF OCTOBER 17, 2024

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

Absent: Catriona Leary (excused), Anthony DePasquale (excused), Shreyens Patel (excused)

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

The President called the meeting to order at 7:01 PM. She led the Salute to the Flag and the Open Public Meetings statement was read; roll call was taken.

Resolution to approve minutes:

The minutes of the regular open session of September 10, 2024 were approved by unanimous consent with Ms. Krauze abstaining.

President's Report:

Ms. Massey mentioned that she attended the October 9th Friends of the Edison Public Library meeting. She also worked with Ms. Nasser and a number of students to sort books for the upcoming Book and Bake Sale. The Book and Bake Sale will be on Friday October 25th and Saturday October 26th, with a preview for members of the Friends on October 24th.

Ms. Massey stated that she attended a productive meeting with Superintendent Dr. Aldarelli. Library news will be able to go out to parents and students through the digital backpack.

Financial Reports:

No questions were raised on the financial reports, balance sheet.

A question was raised on the bill list and discussed.

On motion and second (O'Neill, Romano) the bill list dated October 16, 2024 was approved. Roll call vote: yes- Meade, O'Neill, Pamidimukkala, Romano, Krauze, Massey; absent- : Patel, Leary, DePasquale

Mr. Kleiman stated that the preliminary numbers had been received for 2025 for the one third million allocation and there should be approximately a \$307,000 increase.

Mr. Kleiman mentioned that the township had completed their 2023 audit and our auditors have asked for final reports for the library audit.

Director's Report/ Assistant Director's Report:

Mr. Kleiman stated that the planning review for the North Edison project went well and the RFP for bids is now out. Next week interested companies are able to come out to look at the Library.

Mr. Kleiman mentioned that the Library Foundation is looking at short and long term. They will be looking at what other foundations have been doing.

Mr. Kleiman stated that the Friends approved \$500 to be used for 1000 Books Before Kindergarten.

Mr. Kleiman provided an update on the construction projects. They continue to look for a suitable temporary location to utilize during the North Edison Branch renovation. Work is progressing at the Main Branch. Framing, electrical, ductwork, and plumbing are being completed. Furniture ordering is also in progress. It is expected that the upper level will be finished in the first or second week of December.

Mr. Kleiman stated that the Library branding was delayed due to vacations and that focus groups should be held in early November.

Mr. Kleiman mentioned that there has been demand for the sprinter van bookmobile. The van was recently at trunk or treat and at the farmer's market. The van has been able to provide more flexible service.

Mr. Kleiman stated that a lot of weeding is taking place at the Clara Barton Branch with the goal of making browsing easier and more like a bookstore.

There were a number of staff changes. Allison Ruiz Gonzalez, Ellen Yuen, and Elizabeth Calderone were hired as part time library assistants. Eric Revilla was hired as a full time library associate. Christopher Collado was hired as a full time business/finance operations manager. Dana Galassa was hired as a full time literacy services coordinator. Jose Sanchez was hired as a part time ELL teacher and Robert Sean Conklin was hired as a part time digital literacy teacher.

Mr. Kleiman discussed a grant that was received from the New Jersey State Library to help with digital literacy. It is a one year project paid for by the New Jersey State Library and AmeriCorps.

Committee Reports:

Facilities & Bookmobile – Did not meet.

Finance – Did not meet.

Personnel – Did not meet.

Policies & Bylaws – Did not meet.

Strategic Planning – Did not meet.

Unfinished Business:

No updates on the Shared Service Agreement.

Ms. Massey mentioned that shared service agreements will be one of the topics at the upcoming Trustee's Institute.

Mr. Kleiman complimented the town on the help they're providing in looking for a temporary location during the North Edison Branch renovation.

New Business:

Mr. Kleiman mentioned that the finish line is in sight for the New Jersey Freedom to Read Bill. The bill passed the Senate Education Committee and is expected to be voted on by the end of the year.

Public Comment:

Ms. Nasser, the president of the Friends of the Edison Public Library, reiterated that the bi-annual Book and Bake Sale will be held at the North Edison Branch on October 25th from 10 to 8 and October 26th from 10 to 5, with a preview for only members of the Friends on October 24th from 5 to 8.

Ms. Nasser announced that the next meetings of the Friends will be held on November 6th, 7:00 pm at the Main Branch and on December 4th, 7:00 pm at the Clara Barton Branch.

Ms. Nasser also read a passage from a book and voiced her support for libraries and her appreciation for the Library Board and staff.

Closed Session:

None

Announcements:

Council Liaison: Ms. Harris mentioned that the Edison Arts Society inquired if the Library would be able to host an exhibition.

Mr. Kleiman stated that there would be room for exhibitions as the renovations progress.

Superintendent's Representative: Mr. Romano announced that he spoke with the Superintendent and they are actively looking forward to working with the Library.

Ms. Massey wished everyone a safe and happy Halloween, and encouraged everyone to go out and vote.

Ms. Harris wished everyone a happy Sukkot and Diwali

On motion and second (Romano, Pamidimukkala) the meeting was adjourned at 7:45 PM.