

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

February 8, 2021

Prepared: February 9, 2020

Approved: March 8, 2021

This meeting was contained on a list of meetings approved on December 9, 2019. Advance notice has been advertised in the Courier News, Star Ledger, posted BHPL's website and forwarded to Tapinto Berkeley Heights, and the Clerk's Office. This meeting will be conducted by Zoom.

The meeting was called to order by Linda Nessenson at 7:04 PM.

PRESENT: Diane O'Halloran, Ann Bunyaner, Donna Boyd, Sheila Buthe, Linda Nessenson, Superintendent's Alternate Diane Azalone

ABSENT: Mayor's Alternative Kevin Hall.

ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director.

SECRETARY'S REPORT – Nessenson called for a motion to accept the Board Minutes of January 7, 2021.

Bunyaner moved to approve the minutes. Boyd seconded and it passed with Buthe abstaining.

TREASURER'S REPORT – Nessenson called for a motion to approve the bills list on the Operating Account. Buthe so moved, Bunyaner seconded and all agreed.

Nessenson called for a motion to approve the Capitol account of \$19,334 for of RJL contractor, Library Interiors and Simonik. Boyd so moved, Bunyaner seconded and all approved.

Bakos submitted revised financial worksheets for January through May of May 2019 that reflect the first and second deposits made to the new capital account in January and May. Nessenson asked for a motion to approve correction of the Financial Worksheets for January 2019, February 2019, March 2019, April 2019, and May 2019 to reflect a first deposit made in January and a second deposit in May. Boyd so moved, Bunyaner seconded the motion and all approved.

Nessenson called for a motion to approve the January 2021 Financial Worksheet. Boyd so moved, Bunyaner seconded, and all approved.

CORRESPONDENCE AND GIFTS - None

BOARD REPORTS- None

PUBLIC COMMENT – Sai Bhargavi asked about the sale of library furniture. Nessenson said that no furniture has been sold, but it has been offered to Township departments, and some is being used in the new library.

Tom Foregger asked when the Library will open. Nessenson answered that depends on Covid protocol. Bakos said that it would be at least two more weeks before all of the books are on the shelves and ready for Inter Library Loan and curbside pickup to resume. Bhargavi asked about the Covid protocol. Bakos said that the Township has the protocol. Nessenson added that the Township, and not the Library will determine the date for opening the building to public access.

DIRECTOR'S REPORT

Circulation – Downloadables continue to do well as other categories decline. Reported Story Times Attendance should be corrected to 3 events and 313 attendance.

Union County Cares Grant for Libraries- \$21,312.56 has been received. Bunyaner will sign the paperwork.

LIAISON'S REPORT: Azalone said that the number of Corona Virus cases has significantly decreased. All students are in person in some capacity. The Board is planning to go forward with all-day Kindergarten. Director of Buildings and Grounds, Anthony Amiano, has received national recognition for his work.

BOARD REPORTS:

Facilities Update- Nessenson reported that Shared Services Agreement is with the Town Council. If the Council approves the agreement at their February 16th meeting, a special Executive session meeting of the Library Board will be held at 7pm on Monday, February 22.

Boyd said she has not yet had a reply from the mask supplier.

Board members have been reading Constant Contact newsletters.

NEW BUSINESS

Auditor- Bakos reported that emails were sent to all MUF and Union County libraries asking about their auditors. Replies show that only two companies are handling the auditing this area and the satisfaction levels are high. Buthe questioned the motion in January 2021 to continue with the 2020 slate of Board Officers until the library opens at 29 Park Ave. Nessenson clarified that on-going negotiations with the Township and vendors should be completed by March or April 2021.

OLD BUSINESS

Pay-to-Play – Tabled

Budget 2021 - Tabled

EXECUTIVE SESSION – No session needed

ADJOURNMENT- There being no further business, the meeting adjourned at 7:48 pm