

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

June 13, 2022

Prepared: June 15, 2022

Approved: Approved as amended July 11, 2022

This was contained on a list of meetings approved on December 13, 2021. Advance notice has been advertised in the Courier News, Star Ledger, BHPL's Website and forwarded to TAPinto Berkeley Heights, and the Clerk's Office.

The meeting was called to order by Donna Boyd at 7:10 PM.

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

ABSENT: Mayor's Alternative Kevin Hall

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

SECRETARY'S REPORT – Pay to Play resolution change.

Boyd noted that a correction to the May Minutes referring to the Pay to Play Resolutions passed on April 11, 2022 under Secretary's Report was not accurate and asked that the line be changed to "Boyd also asked that the Minutes reflect the Trustees who assisted with reading the resolutions into the record". Boyd called for a resolution to accept the Minutes of June 13, 2022 with the aforementioned change. Bunyaner so moved, O'Halloran seconded and the motion passed with Buthe and Nessenson abstaining.

TREASURER'S REPORT- Bakos reported that there was nothing unusual to report and that all of the checks have cleared.

Boyd called for a motion to accept the Financial Worksheet of June 2022. Bunyaner so moved, Nessenson seconded the motion and it passed unanimously.

Boyd made a motion to approve the Bills List for \$42,878.68. Buthe seconded the motion and it passed unanimously.

CORRESPONDENCE AND GIFTS – Bakos reported that none were received. Boyd reported she collected a \$1.00 donation from a patron at the Town Block Party.

PUBLIC COMMENT – No public present

DIRECTOR'S REPORT

Circulation- Bakos reported that collections are still being shifted and that range finders will be installed after the collection has settled.

Bakos said that there have been no recent signs of leaks in the adult collection area. Workmen discovered that the outdoor lights above the Children's Room windows needed to be caulked and did the job. The leak has decreased, but continues. Bakos said that the Town is aware of the damages and losses to Library property and that Liaison Hall will be the contact for new information.

Events –Boyd and Fuhro represented BHPL at the Seniors Information Fair on May 14; and with Bunyaner, at the Town Block Party. Boyd noted that a number of residents did not know the Library's location and will reach out to Hall and Kingsley about signage.

Bakos noted that the Library will participate in YMCA's Healthy Kids Day in July. Bakos also reported that the Hazlit family of Berkeley Heights presented their newly published children's book at a recent Library event.

LIAISON REPORTS- Azalone reported that the Prom was held, that the 22/23 school year will open the week before Labor Day, and that the summer reading lists are ready.

BOARD REPORTS

Facilities- The final display cabinets and storage cabinets have been delivered. Boyd and Bunyaner met with Glen from Library Interiors to discuss replacement of water- damaged book shelves in the Children's Room. Also discussed were alterations to tables in the YA-Teen room, by capping off plugs, or replacing a part for better stability. Bunyaner asked about the sensor that controls the light over the new logo sign. Bakos said that she has talked to Tom Solfaro who is looking for a solution to the problem.

In response to a question from Nessenson, Bakos said that more young people are returning to the Library. Boyd complimented Bakos on the Library's Facebook presence.

Marketing-Boyd reported that she, Bakos and Dowling met via Zoom with the logo designer for a better understanding of why blue can translate as purple.

Strategic Plan Committee- A meeting with James Keehbler and Cindy Czesak of Library Crossroads Consulting is scheduled for tomorrow night, June 14.

NEW BUSINESS

Bakos announced that Rainy Day Golf and Rainy Day Bowling will be on the summer schedule of children's programs.

OLD BUSINESS

Salary Resolution 2022 – salaries approved in May. Bakos said that the phrase “retroactive to January 1, 2022” needs to be added to the salary resolution passed in May. Boyd read the corrected proposed resolution.

Nessenson made a motion to accept the resolution, Bunyaner seconded the motion and it passed unanimously.

Boyd reported that the Township awarded \$1,000 to all full time staff in 2021 and \$1,250 in 2022. Bakos said she believed that full time Township and DPW employees received the payments, but not the police.

Bakos and Fuhro left the room at this point (8:05 pm)

EXECUTIVE SESSION – Signed resolution Pursuant to N.J.S.A.10:4-12 et seq.), attached. Nessenson made a motion to go into Executive session to discuss personnel and salaries. Buthe seconded the motion at 8:07 pm and it passed unanimously.

Azalone made a motion to come out of Executive Session at 8:31pm. Bunyaner seconded the motion and it passed unanimously. No action was taken.

ADJOURNMENT- There being no further business, Boyd called for a motion to adjourn. Bunyaner so moved, Buthe seconded the motion and all agreed. The meeting adjourned at 8:33 pm.