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MINUTES OF THE MONROE TOWNSHIP LIBRARY BOARD OF TRUSTEES MEETING

Tuesday, September 15, 2026

<u>Members:</u>		<u>Staff:</u>
Ben Baum	Bernadette Yannacci	Karen Klapperstuck
Lisa Chen	Kelly Strenkowski	Lynnette Fucci
Marilyn Gonyo (virtual)	Joan Zozulin	
Prena Shah		
Bob Isaacs		<u>Student Representative:</u>
	<u>Guest:</u> Allan Marain	Meghana Mopidevi

CALL TO ORDER

The meeting of the Monroe Township Public Library Board of Trustees was called to order at 6:31 p.m. by President Ben Baum.

STATEMENT OF COMPLIANCE

It was noted that the meeting was held in compliance with the Open Public Meetings Act.

MINUTES OF THE JULY 21, 2026 MEETING

The minutes of the July 21, 2026 meeting of the Library Board of Trustees were presented. Bob Isaacs moved to approve the July 21, 2026 minutes. Prena Shah seconded the motion. The motion carried with all members in favor.

DIRECTOR'S REPORT

Farmers Market

Karen reported that the Farmers Market experienced challenging weather this season, resulting in more indoor markets than anticipated. Indoor markets typically have fewer vendors and lower attendance. Karen reported that she is looking forward to the Harvest Market on Tuesday, November 24.

Solar Carport Installation

The solar carport installation could begin following the final Farmers Market on September 10. Greg Slavicek and Kevin McGowan will coordinate with the Library regarding any construction-related details that may impact Library operations.

A one-day, whole-building closure will be necessary to connect the solar system to the Library's existing power. Greg is hoping to schedule the shutdown on a Friday to minimize disruption to residents' use of the Library. No date has been confirmed. Possible dates include September 25, October 2, or October 9. Karen and Lynnette will keep the Board apprised and provide notification once an official date is confirmed.

Remote Pick-Up Lockers

The lockers at the Community Center and Senior Center are both being used. The Library has been experiencing electrical issues with the locker at the Senior Center. Paul, the Township electrician, has been helpful in troubleshooting the issue. Library staff continue to work with Bibliotheca and Paul to determine the cause of the problem and resolve the issue so that the service can operate reliably and consistently.

Time and Print Management Software

As reported at the July meeting, STELLA has decided to move away from Comprise for computer time and print management. The new EnvisionWare software for time and print management was installed on Monday, September 14. The cash drawer software is scheduled to be installed on Monday, September 21.

Out of Library

Karen reported that she will be out of the Library from September 24 through October 7 and will return on Thursday, October 8.

ASSISTANT DIRECTOR'S REPORT

Youth Services

The Youth Services Department, with funding from the Friends of the Library, provided the community with a successful summer of programming. The 2026 Summer Reading Program had a total of 372 children registered. Participants collectively read 1,501 titles and logged 4,601 hours of reading. Throughout the summer, the Department offered a combined 162 Youth Services and Young Adult programs, with a total attendance of 1,976. The Department is also planning an after-hours Haunted House event for early October. The date will be announced once the Library has confirmation of the solar panel project schedule and any resulting closure dates.

Strategic Plan

Lynnette reported that she is in the process of finalizing the Library's 2027–2030 Strategic Plan for Board review. She has met with the Department Heads and presented the draft to Library leadership. A few final edits remain, and the completed plan will be included in next month's Board packet for review.

FINANCIAL REPORT

There was nothing outstanding to report.

COMMITTEE REPORTS

Policy Committee

The Policy Committee met on Friday, September 11 to review and revise the Circulation and Technology policies. Discussion included clarifying terminology and definitions for the public.

TOWNSHIP COUNCIL REPORT

Marilyn Gonyo presented the report on behalf of the Mayor.

Mayor Dalina congratulated everyone involved in another successful season of the Monroe Township Farmers Market.

He also noted that Monroe Township commemorated the 25th anniversary of September 11 and highlighted several upcoming community events, including a special Cultural Arts Fall Concert at Historic Dey Farm on September 17 at 5:00 p.m. and the annual "Taste of Monroe" event at the Senior Center on September 23 at 6:00 p.m.

The Taste of Monroe event will also include a food drive to help replenish the local Food Pantry. Additional information regarding Township events is available on the Monroe Township website.

FRIENDS OF THE LIBRARY REPORT

Joan Zozulin thanked the Library staff for their assistance during the Friends' book sale at the Farmers Market. Despite the weather this summer, the Friends raised \$1,900 through the book sale.

The Friends have booked 11 presentations through July. Neil Hartley will perform as Franklin Roosevelt, and the Friends are co-sponsoring a musical program in October in recognition of Hispanic Heritage Month.

The Friends are also preparing for their annual Big Book Sale, scheduled for November 12–14, and encouraged Board members to help spread the word about the event.

LIBRARY FOUNDATION REPORT

There was nothing outstanding to report.

MONROE TOWNSHIP SCHOOL ADMINISTRATOR

Kelly Roselle reported the following:

- School opened for staff on 9/1 with two days of professional learning.
- Students began school on 9/3, including our first class of full day kindergarten
- Back to school nights are happening in the month of September
- School events are posted on the district calendar
- Board of Education meeting Wednesday, 9/16 at 6:15 (note that the meeting immediately goes into closed session) in the MTHS Media Center or live streamed from the district website

STUDENT REPRESENTATIVE

Meghana Mopidevi reported the following:

- School started on September 3.
- Beginning September 21, the MTHS parking lot configuration will change because of minor construction. The construction is expected to last approximately 12 weeks.
- Upcoming Events
- Homecoming Dance: Tuesday, September 15 at 6:00 p.m. in the MTHS Commons
- Pep Rally & Homecoming Football Game: Friday, September 18
- Monroe Township Green Fair: September 19, 10 a.m.–3 p.m. at MTHS
- Monroe Township Flea Market: September 26, 8 a.m.–3 p.m. in the MTHS parking lot. The event is sponsored by Key Club and the UNIFIED Program
- College fair will take place on October 6 in the MTHS gym
- Senior sunrise will take place on September 25

UNFINISHED BUSINESS

CIRCULATION POLICY

Karen presented the revised Circulation Policy. The revisions include a preamble defining key terminology and an increase in the cost of a non-resident library card to \$100. The Board decided to table approval until the next meeting to allow members additional time to review the proposed changes.

NEW BUSINESS

TECHNOLOGY POLICY REVISION

Marilyn Gonyo moved to approve the revised Technology Policy. Bob Isaacs seconded the motion. The motion carried with all members in favor.

RESOLUTION

Karen Klapperstuck asked the Board to pass the following resolution:

Resolution: 2026-13

Whereas the Monroe Township Public Library Board of Trustees wishes to contract with STELLA to purchase EnvisionWare software and equipment for a new cash and print management system, and

Whereas the Monroe Township Public Library Board of Trustees wishes to expend funds currently held in reserve from previous years.

Now, therefore, be it resolved that the Monroe Township Public Library Board of Trustees agree to contract with STELLA and transfer \$28,295.00 from the Library reserves to cover this expense.

Marilyn motioned to approve Resolution: 2026-13. Lisa Chen seconded the motion. All were in favor.

ACTION BILLS

Prena Shah moved to approve the August payment of bills numbered 19846-19890 in the amount of \$411,618.37. Kelly Strenkowski seconded. All were in favor.

Bernadette moved to approve the September payment of bills numbered 19891-19920 in the amount of \$411,618.37. Lisa Chen seconded. All were in favor.

OTHER BUSINESS

The next meeting of the Monroe Township Library Board of Trustees is scheduled for Tuesday, October 20, 2026.

ADJOURNMENT

There being no other business, Bob Isaacs moved to adjourn the meeting. Prena Shah seconded the motion. The meeting adjourned at 7:45 p.m.

Respectfully submitted,
Lynnette Fucci