



4 Municipal Plaza • Monroe Township, NJ 08831 • (732) 521-5000 • [www.monroetwplibrary.org](http://www.monroetwplibrary.org)

**MINUTES OF THE MONROE TOWNSHIP  
LIBRARY BOARD OF TRUSTEES MEETING**

Tuesday, March 17, 2026

**ATTENDING:**

Members

Ben Baum (virtual)

Lisa Chen

Marilyn Gonyo (virtual)

Bob Isaacs (virtual)

Chris Ryan

Kelly Strenkowski

Staff

Karen Klapperstuck

Lynnette Fucci

Guest: Allan Marain

---

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

**STATEMENT OF COMPLIANCE**

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

**MINUTES OF THE JANUARY 20 MEETING**

The minutes from the January 20 meeting of the Library Board of Trustees were presented. Trustees were reminded that there were no minutes for the February 2026 meeting, as it was canceled due to inclement weather.

*Lisa Chen moved to approve the January minutes as presented, and the motion was seconded by Kelly Strenkowski. The motion carried with all members in favor.*

**DIRECTOR'S REPORT**

**STATE AID REPORT**

Karen reported that library staff have been preparing statistics for the annual State Aid survey from the NJ State Library. Completion of the survey determines whether the library receives state aid each year.

**REMOTE PICK-UP LOCKERS**

Karen shared that preparations for the remote pick-up lockers will begin as the weather improves. She noted that she hopes to provide more details in person regarding the timeline for sitework completion and delivery/installation.

## AUDIT ENGAGEMENT LETTER

Karen reported that the library received the engagement letter from Samuel Klein and Company, LLC (Gerry Stankiewicz) for the 2025 audit. The estimated cost is \$8,250. The firm anticipates beginning the audit on May 15, 2026, with the final report to be issued no later than 60 days thereafter.

## PLA CONFERENCE

Karen noted that she and Lynnette will be attending the Public Library Association (PLA) Conference from March 31 through April 3 in Minneapolis, Minnesota.

## ASSISTANT DIRECTOR'S REPORT

### ACTIVE THREAT & FIRE EXTINGUISHER TRAINING

Lynnette reported that, following a security assessment conducted with the United States Department of Homeland Security, an Active Threat & Fire Safety training session has been scheduled for Friday, May 1, 2026. She noted that the training is contingent upon the Board's approval of either a half-day or full-day library closure to allow staff to participate.

### EMERGENCY ACTION PLAN & EMERGENCY CLOSING POLICY

Lynnette reported that she met with the Policy Committee on Friday, February 27, and Friday, March 6, to review the Library's Emergency Action Plan and Emergency Closing Policy. She noted that the Emergency Closing Policy is included in this month's agenda for approval. The Emergency Action Plan will be presented at either the May or June meeting, following the Active Threat & Fire Safety training scheduled for Friday, May 1, 2026.

## NJLA CONFERENCE

Lynnette shared that she attended the New Jersey Library Association Conference from Tuesday, February 17 through Thursday, February 19. She also reported that Youth Services Outreach Librarian Mia Reiser received the Rising Star Award, which recognizes a librarian with fewer than five years of experience for innovative and creative work in a New Jersey library within the past year.

## STUDIO M FLOORING

Lynnette reported that the flooring in the maker studio, Studio M, will be replaced in April by Hannon Floors. She noted that Steve Hrubes, Maker Space Coordinator, is rebranding the space to make it more accessible to the public. The room will be renovated, including new paint, flooring and shelving, and the team is also working on a Studio M logo rebranding.

## FINANCIAL REPORT

### COMMITTEE REPORTS

There were no committee reports.

### TOWNSHIP COUNCIL REPORT

There was no Township Council report.

### **FRIENDS OF THE LIBRARY**

The Friends of the Library continue to remain active and visible. In March, they partnered with the Library to co-sponsor a well-attended program on Rosie the Riveter. Later in the month, the Friends will sponsor an additional program in recognition of Rev250, featuring an in-person visit from Martha and George Washington; registration for this event filled quickly.

The Friends also continue to host their international film and discussion series and have renewed museum memberships. In April, they will present an Indo-American program and sponsor a Youth Services program in celebration of Rev250.

### **LIBRARY FOUNDATION**

Karen reported that the Foundation has scheduled the golf fundraiser for Monday, June 8, 2026 at Greenbriar Golf Course.

### **MONROE TOWNSHIP SCHOOL ADMINISTRATOR**

Kelly Roselle reported that the Board of Education meeting, including the budget presentation, will take place on March 25 at 6:15 p.m. She shared that state testing has commenced, beginning with 11th grade and will continue through April and May for students in grades 3–9. She also noted that schools will be in session on Monday, March 30, and Tuesday, March 31 as the district had to make up days originally scheduled for spring break due to an excess number of snow days used this year.

### **STUDENT REPRESENTATIVE**

Meghana shared several updates from the school. NJGPA testing will take place next week, with eleventh-grade students arriving at the regular time and all other students following a delayed opening schedule of 10:00 a.m. Students utilizing district transportation should report to their bus stops at 9:20 a.m.

Meghana also noted that tickets for the Class of 2028 Garden Gala Semi-Formal Dance are now available and will remain on sale through March 19, 2026. Additionally, the high school will host a Work-Based Learning Career Connections event at the Performing Arts Center on Tuesday, March 24, 2026, at 5:00 p.m., featuring former students and industry professionals who will speak on topics such as college preparation, internships, study abroad opportunities, networking and career development.

### **UNFINISHED BUSINESS**

Lynnette reported that she met with the Policy Committee to review and update the Library's Emergency Closing Policy. She then presented the revised policy to the Board for approval. Preena made a motion to approve the policy, which was seconded by Chris Ryan. The motion passed with all members in favor.

### **NEW BUSINESS**

Karen & Lynnette requested Board approval to hold the Active Threat and Fire Extinguisher training as a full-day Library closure on Friday, May 1.

*Kelly Strenkowski made a motion to approve the full-day staff in-service training which was seconded by Lisa Chen. The motion carried with all members in favor.*

Karen presented the 2025 Annual Report, prepared by Outreach Manager Kelly Palombit, together with the 2026 Plan of Service for the Board's review. She noted that both documents will be submitted to the Township's Business Administrator, Kevin McGowen, in lieu of a budget hearing for the current year. The Board is scheduled to vote on the Plan of Service at the April meeting.

Karen presented the engagement letter from Samuel Klein and Company, LLC (Gerry Stankiewicz) for the 2025 audit. The estimated cost is \$8,250. The firm anticipates beginning the audit on May 15, 2026 with the final report to be issued no later than 60 days thereafter. *A motion to appoint Gerry Stankiewicz for the 2025 audit was made by Lisa Chen and seconded by Bob Isaacs. The motion carried with all members in favor.*

#### **ACTION BILLS**

It was necessary to approve both the February and March bills at this month's Board meeting because the February meeting had been cancelled due to inclement weather.

**February bills:** *Preena moved to approve the payment of bills numbered 19597-19641 in the amount of \$82,317.14. Chris Ryan seconded. All were in favor.*

**March bills:** *Bob Isaacs moved to approve the payment of bills numbered 19642-19675 in the amount of \$521,656.24. Kelly Strenkowski seconded. All were in favor.*

#### **OTHER BUSINESS**

The next meeting of the Monroe Township Library Board of Trustees is scheduled for Tuesday, April 21, 2026.

#### **ADJOURNMENT**

*There being no other business, Bob Isaacs moved to adjourn the meeting. Preena seconded the motion. The meeting adjourned at 7:31 p.m.*

Respectfully submitted,

Lynnette Fucci