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**MINUTES OF THE MONROE TOWNSHIP
LIBRARY BOARD OF TRUSTEES MEETING
March 16, 2021**

ATTENDING:

Members

Benjamin Baum, President
Robert Isaacs
Prena Shah
Anne Corey
Lisa Chen
Stephen Dalina
Helaine Evans
Bernadette Yannacci
Kelly Roselle
Vinisha Patel

Staff

Leah Wagner
Karen Klapperstuck

Friends of the Library

Joyce Ragucci

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

STATEMENT OF COMPLIANCE

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

MINUTES OF THE FEBRUARY 16, 2021 MEETING

A note was made that the spelling of Bernadette's last name was corrected after the minutes had been distributed to the Board.

Robert Isaacs moved that the minutes of the February 16, 2021 meeting be accepted with the above noted correction. Lisa Chen seconded. All were in favor. The motion passed.

DIRECTOR'S REPORT

Leah Wagner reported on the reopening of the Library. The two teams of staff will be brought back together on Monday, March 15. The Library will reopen with the same limitations in place before the November closure.

Jaclyn Gryszka will be the new Circulation Manager beginning May 1. Jackie has been with the Library for over ten years and is very experienced with working at the circulation desk. Her customer service skills are strong and she is very well known by the library patrons.

Leah met with the Township Administration to discuss how the Library could assist the senior population in scheduling vaccine appointments. The Library staff has been assisting residents with registering for the vaccine but now those same people needed help navigating the system to make their vaccination appointment. Since early March Library staff have been assisting the Township in matching volunteers with a senior who needs help scheduling a vaccination. Several staff have been helping as well and the program has boosted morale for the entire staff.

The Library's budget hearing will be on Monday, March 29 at 7:30 pm. The meeting will be held on Zoom and we have been encouraged to provide a ten-minute presentation. Leah and Karen will be working on the Library's presentation focused on the 2020 Annual Report and highlighting what the Library did during COVID-19 and how it has affected services.

Leah reached out to several Libraries for recommendations for legal counsel for the Board. Four local firms will be contacted for additional information and fee structure. Leah hopes to have more information for the Board at the April meeting.

ASSISTANT DIRECTOR'S REPORT

Karen Klapperstuck reported that the staff was busy getting the building ready to reopen to the public.

Karen also shared a story from a patron about the COVID Vaccine Information zoom session the Library offered in partnership with Middlesex County. The patron was excited to have learned in the session that the notice to schedule their vaccine appointment may go into their junk mail. The notice was there and they scheduled their appointment for the next day.

FINANCIAL REPORT

Leah Wagner discussed the current fund report. She mentioned that the only line that may look odd is Periodicals, which is at 62% for the year. This is because we renew many of our subscriptions for the year through one service, EBSCO.

TOWNSHIP COUNCIL REPORT

Mayor Stephen Dalina reported on the Vaccine Buddy System set up by the Township. Over 300 volunteers are helping other residents in need of vaccine appointment assistance. As of March 9, over 15,000 residents have received at least 1 dose of the vaccine. There will be an increase in the number of vaccines available at the Senior Center each week.

The Township Budget Workshop has been scheduled for March 29.

The Township is moving forward with the Master Plan. A new stakeholders committee will also be formed to assist with the plan. Leah Wagner will receive an invitation to be a part of this committee.

The Mayor and Council are looking at the various levels of marijuana laws and regulations. There are many areas to consider, from growing to processing to selling. Laws will have to be in place by June 2021.

FRIENDS OF THE LIBRARY

Joyce Ragucci reported on Friends activities. The Glory Gospel Singers program was very well received - over 129 people attended between the 2 sessions.

The Friends have booked a speaker for Women's History Month. It will be a Feminist Walk through Harlem and is scheduled for March 24.

The Friends Sidewalk Book Sale will be on Saturday, April 24.

The Friends donated \$500 to the Food Pantry in Monroe and \$200 to the Food Pantry in Jamesburg in the form of gift cards to local supermarkets.

MONROE TOWNSHIP SCHOOL ADMINISTRATOR

Kelly Roselle reported that the purple and gold cohorts will be combined beginning on April 11. Students will then be able to attend school in person 5 days per week. All staff have returned to the buildings unless they have a medical reason.

Kelly mentioned that the final Board of Education Budget Hearing will be held on April 26.

STUDENT REPRESENTATIVE

Vinisha Patel announced that 71 students attended the discussion for this year's One Book Read, *When Dimple Met Rishi* by Sandhya Menon.

Vinisha reported that the Rho Kappa Honor Society is busy working on multiple projects, including a Daily Women's History Month Spotlight and a program on food insecurity throughout the world.

The Environmental Action Club will host EcoNight on April 16, which will include 50 student exhibitors..

FOUNDATION REPORT

The Foundation will meet again on May 6 at 7pm to further discuss future plans.

OLD BUSINESS

Leah Wagner updated the Board on the status of the Construction Bond Grant. All paperwork has been submitted. Leah is working with Anthony Iovino on all the specifications.

Helaine Evans asked about the status of a tribute to Mayor Tamburro. Leah reported that a few donations are still coming in. A statue and seating area are options for the tribute.

NEW BUSINESS

Leah Wagner discussed that the Library needs to begin work on an updated strategic plan. She has requested a proposal from a library group for consulting services to assist with the plan.

ACTION ON BILLS

Anne Corey moved the payment of the March bills with checks #17476 - #17510, in the amount of \$245,869.40. Robert Isaacs seconded. The motion passed.

OTHER BUSINESS

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Tuesday, April 20** at 6:30 p.m.

ADJOURNMENT

There being no other business, Steven Dalina moved that the meeting adjourn; Robert Isaacs seconded the motion. The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Karen Klapperstuck