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**MINUTES OF THE MONROE TOWNSHIP
LIBRARY BOARD OF TRUSTEES MEETING
January 19, 2021**

ATTENDING:

Members

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

Staff

Leah Wagner
Karen Klapperstuck

Friends of the Library

Michele Mucher
Joyce Ragucci

The meeting of the Monroe Township Library Board of Trustees was called to order at 6:32 p.m. by Leah Wagner, Library Director.

Leah stated that all Library staff was saddened by the news of Mayor Tamburro's passing. Those in attendance observed a moment of silence in his honor.

STATEMENT OF COMPLIANCE

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

ELECTION OF OFFICERS

The members of the Library Board voted on the slate of officers presented at the December meeting by the Nomination Committee:

- President: Benjamin Baum
- Vice President: Lisa Chen
- Secretary: Prena Shah
- Treasurer: Robert Isaacs

Seeing no nominations from the floor, Stephen Dalina seconded the presented slate. All were in favor. The motion passed.

Congratulations to the new officers!

MINUTES OF THE DECEMBER 8, 2020 MEETING

Anne Corey asked that a correction be made to a dollar amount on the resolution for automation services with LMxAC. The correct amount should be \$122,000 not \$120,000.

Robert Isaacs moved that the minutes of the December 8, 2020 meeting be accepted with the above noted correction. Anne Corey seconded. All were in favor. The motion passed.

DIRECTOR'S REPORT

Leah Wagner gave the Board a COVID -19 Update -The Library has been designated as a Vaccine Information Center and staff are answering questions and directing residents to necessary resources. Leah attends the almost daily OEM meetings and keeps all staff apprised of updates and changes as needed. A number of Library staff have volunteered to help staff the vaccination site at the Monroe Township Senior Center.

Leah announced that long-time Library employee Jean Aniano retired at the end of December.

Leah has been working with staff to coordinate and reschedule artists for the Art Gallery. It is likely we will not have art in the gallery until July 2021.

Leah discussed some on-going issues with one of the Library servers. John Mazzola has been coming in and trying to get all the computer hardware and software updated.

Leah also reported that the New Year's Eve program offered by the Library and Senior Center was a success.

Leah mentioned that it is time to start thinking about the next 3 year strategic plan for the Library.

ASSISTANT DIRECTOR'S REPORT

Karen Klapperstuck discussed a few online resources.

- The Library subscribed to Creativebug for 2021. Patrons can stream thousands of award-winning art & craft video classes taught by recognized design experts and artists.
- The Library has renewed its subscription to Kanopy for 2021. Many patrons have really enjoyed this service. The Friends of the Library are also using it for their International Films discussions.
- Online magazines will be moving from the RB Digital platform into the Overdrive platform (eLibraryNJ/Libby app) on January 26. With this move, more magazine titles may be available.

Karen also reviewed recent curbside statistics. Since the Library reopened on November 19 through January 13, we have completed 3,687 pickup reservations.

Karen is currently working on the 2020 Annual Report for the Library. Staff in all departments are collating some stories and statistics for the report. It will be available for the February Board Meeting.

FINANCIAL REPORT

Leah Wagner explained that the financial reports and bills will be discussed on Thursday since bookkeeper Jennifer Slavicek has been out of the building and is unable to access the financial system remotely.

TOWNSHIP COUNCIL REPORT

Council President Miriam Cohen has been Acting Mayor since the passing of Mayor Tamburro. There will be a special council meeting on January 20 to vote on who should be Mayor until the election in November. The election is the only item on the agenda for the January 20 meeting.

FRIENDS OF THE LIBRARY

Michele Mucher and Joyce Ragucci reported on Friends activities. International Films are continuing and have been going well.

The committee for organizing Black History Month programs has scheduled 3 programs for February:

- Feb. 17- Book Chat
- Feb. 10 - Film Discussion
- Feb. 23 - Glory Gospel Singers

MONROE TOWNSHIP SCHOOL ADMINISTRATOR

Kelly Roselle reported that the scheduled return to hybrid learning has been pushed back to February 1.

Kelly also mentioned that Young Adult Librarian Emily Mazzoni will be doing book talks to the staff in preparation for summer reading title selections.

STUDENT REPRESENTATIVE

Vinisha Patel reported that the Rho Kappa Honor Society is doing a Township-wide tour of locations to share with elementary students in 4th and 5th grades.

Students groups have been active, including the Environmental Action Club. The EAC podcast is finally live. The group is also working with the Virtual Green Fair Planning Committee.

The Science National Honor Society is planning an event where medical professionals will speak with students.

OLD BUSINESS

Leah Wagner reported that there is additional documentation required for the Construction Grant now that it has been officially awarded. Tax documents will also need to be submitted.

The following resolution was read into the minutes and voted on by the Board members:

Whereas, the Monroe Township Library Board of Trustees approve the replacement of a HVAC unit, boiler and upgrades to the fire alarm system under the 2020 New Jersey Library Construction Bond Act grant, with matching funds from the Township of Monroe in the amount of \$248,640.00.

Therefore, be it resolved that the Monroe Township Library Board of Trustees approves the replacement of a HVAC unit and boiler and the upgrade to the fire alarm system under the 2020 New Jersey Library Construction Bond Act grant with matching funds from the Township of Monroe in the amount of \$248,640.00.

Linda Chen moved. Prena Shah seconded. All were in favor. The Resolution was passed.

NEW BUSINESS

Leah Wagner asked the Board members to discuss how they would like to honor Mayor Tamburro. The Tamburro family asked that donations be made to the Library Foundation in lieu of flowers. Several suggestions were offered, including a sculpture outside or naming a room or library space in his honor. Stephen Dalina asked the Library to coordinate with the Township to see if other building or departments also had plans to honor Mayor Tamburro.

ACTION ON BILLS

Leah Wagner reminded the Board Members that the financial reports and bills will be discussed on Thursday since bookkeeper Jennifer Slavicek has been out of the building and is unable to access the financial system remotely.

OTHER BUSINESS

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Tuesday, February 16** at 6:30 p.m.

ADJOURNMENT

There being no other business, Stephen Dalina moved that the meeting adjourn; Prena Shah seconded the motion. The meeting adjourned at 7:14 p.m.

Respectfully submitted,

Karen Klapperstuck