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

Tuesday, February 18, 2025

Members

Lisa Chen
Bernadette Yannacci
Prena Shah
Kelly Strenkowski
Kelly Roselle (virtual)

Student Representative:

Janaat Zaanoun

Staff

Karen Klapperstuck
Lynnette Fucci

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

STATEMENT OF COMPLIANCE

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

MINUTES OF THE JANUARY 21 MEETING

The minutes from the January 21 meeting of the Library Board of Trustees were presented.

*Prena Shah moved that the minutes of the January 21 meeting be accepted as presented.
Bernadette Yannacci seconded. All were in favor. The motion passed.*

DIRECTOR'S REPORT

Karen Klapperstuck presented Leah Wagner's report in her absence.

Karen announced all four new HVAC units have been successfully installed in the building.

Karen mentioned the Direct Install date for new lighting in the library has been pushed back. Start date is TBD

The staff in-service was attended by forty staff on Wednesday, January 29th from 9:00 a.m. to 1:00 p.m. Staff were required to complete six modules on cyber security that are required for compliance with the Township's cyber security liability insurance.

Jennifer Serafin, is currently working part-time at the Welcome Desk, has been hired to fill the full-time Senior Library Assistant. Jen will oversee scheduling library events, display cases, gallery and assist the Cultural Arts Commission.

ASSISTANT DIRECTOR'S REPORT

Karen Klapperstuck reported the library started subscribing to ShemarooMe, a video streaming platform featuring movies, TV shows, news, kids' content, and songs pertaining to Bollywood classics, and contemporary Bollywood. Users can access content in five languages: Hindi, Marathi, Gujarati, Punjabi, and Telugu.

Karen stated that AARP Appointments began on January 27. Almost all 550 appointments for tax preparation assistance were filled by the beginning of February.

Karen shared the 2024 Annual Report.

FINANCIAL REPORT

Karen Klapperstuck discussed the financial report. She noted that the periodical line will stay at budget until we pay the bill.

COMMITTEE REPORTS

There were no committee reports.

TOWNSHIP COUNCIL REPORT

Marilyn Gonyo submitted the Mayor's report.

Mayor Dalina will be recording the Mayor Dalina show at the library next month and is always happy to highlight the amazing amenities the library offers. The Mayor also hopes everyone is staying warm and that spring is right around the corner.

FRIENDS OF THE LIBRARY

There was no report from the Friends of the Library.

MONROE TOWNSHIP SCHOOL ADMINISTRATOR

Kelly Roselle reminded us that the next Monroe Township Board of Education meeting will be held on Wednesday, February 19 beginning at 6:15 p.m. The meeting will be held in the High School Media Center.

Kelly reported that on May 7, 2025, Alex Van Driessen, Middle School teacher, will be facilitating an AI (Artificial Intelligence) session at the Monroe Township Public Library.

STUDENT REPRESENTATIVE

Jannat Zannoun reported Senior awards were due today for any seniors applying to college.

Jannat mentioned that March 3 the National English Honor Society (NEHS) will be visiting Brookside and Barclay Brook for Read Across America.

Jannat informed the Board that March 14 is One Book, One Read at the Monroe Township High School. The book is *The Midnight Library* by Matt Haig.

FOUNDATION

The golf outing will be Monday, June 9 with a rain date of Monday, June 16. This will just be just a golf event since we will not be celebrating the Library's birthday. They will meet again on March 13.

UNFINISHED BUSINESS

No unfinished business to report.

NEW BUSINESS

Karen Klapperstuck asked the Board to pass the following resolutions:

Resolution: 2025-2

Whereas the Monroe Township Public Library Board of Trustees wishes to purchase materials from the Baker & Taylor Company.

And whereas the Baker & Taylor Company has established competitive prices with State Contract #A41949.

Now, therefore, be it resolved that the Monroe Township Public Library Board of Trustees does agree to purchase materials from the Baker & Taylor Company in 2025 in the amount not to exceed \$250,000.

Prena Shah motioned to approve Resolution: 2025-2. Kelly Strenkowski seconded the motion. All were in favor.

Resolution: 2025-3

Whereas the Monroe Township Public Library Board of Trustees wishes to purchase hardware from the Dell Company.

And whereas the Dell Company has established competitive prices with State Contract #A81247.

Now, therefore, be it resolved that the Monroe Township Public Library Board of Trustees does agree to purchase materials from the Dell Company in 2025 in the amount not to exceed \$50,000.

Bernadette Yannacci motioned to approve Resolution: 2025-3. Kelly Roselle seconded the motion. All were in favor.

Resolution 2025-4

Whereas the Monroe Township Public Library Board of Trustees wishes to contract with STELLA to provide automation services.

Now, therefore, be it resolved that the Monroe Township Public Library Board of Trustees does agree to contract for automation services with STELLA in 2025 in an amount not to exceed \$122,000.

Kelly Strenkowski motioned to approve Resolution: 2025-4. Kelly Roselle seconded the motion. All were in favor.

Resolution: 2025-7

Whereas the Monroe Township Public Library wishes to allocate \$200,000 for Library construction projects and facility improvements.

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

Now, therefore, be it resolved that the Monroe Township Public Library Board of Trustees agrees to transfer \$200,000 to the Improvement Fund for this purpose.

Prena Shah motioned to approve Resolution: 2025-47. Kelly Strenkowski seconded the motion. All were in favor.

ACTION ON BILLS

Lisa Chen presented the payment of the bills with checks 19166-19195 of \$55,935.08. Prena Shah made a motion to pay the bills and Kelly Strenkowski seconded. All were in favor. The motion passed.

NEW BUSINESS

Kelly Strenkowski made a motion to approve the hiring of Jennifer Serafin, as a full-time Senior Library Assistant. Bernadette Yannacci seconded the motion. All were in favor.

Kelly Strenkowski made a motion to approve the hiring of Andrew Eason, as a full-time Adult Services Coordinator. Bernadette Yannacci seconded the motion. All were in favor.

OTHER BUSINESS

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Tuesday, March 18, 2025, Library Conference Room.**

ADJOURNMENT

There being no other business, Bernadette Yannacci moved to adjourn the meeting. Prena Shah seconded the motion. The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Lynnette Fucci