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**MINUTES OF THE MONROE TOWNSHIP
LIBRARY BOARD OF TRUSTEES MEETING
October 15, 2019**

ATTENDING:

Members

Lois Kane, President
Lisa Chen
Robert Isaacs
Steve Dalina
Benjamin Baum
Helaine Evans
Prena Shah
Vinisha Patel

Staff

Leah Wagner
Karen Klapperstuck

Friends of the Library

Joyce Ragucci

Guests included 22 students in 7th Grade Civics: Ananya M., Nishmitha T., Ridhini T., Shifa S., Alyson B., Richa S., Laila P., Ishika G., Aditi K., Nivedha D., Cameron S., Alecza M., Janani D., Ankita A., Hamshi M., Sannya T., Katherine F., Anika T., Maddie P., Jasmine P., Richa P., Aabha P.

The meeting of the Monroe Township Library Board of Trustees was called to order at 6:35 p.m. by Lois Kane, Board President, presiding.

STATEMENT OF COMPLIANCE

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

MINUTES OF THE SEPTEMBER 17, 2019 MEETING

*Steve Dalina moved that the minutes of the September 17, 2019 meeting be accepted.
Benjamin Baum seconded. The motion passed.*

DIRECTOR'S REPORT

Leah Wagner reported on various facilities projects. Library staff met with the designer from Library Interiors and everyone is optimistic that we have selected a design for the circulation

desk. The awning and step will be replaced on the Bookmobile and the wheelchair lift will be installed on the van.

Leah informed the Board that there have been a few issues with the HVAC system recently, including computer board problems and concerns about power surges damaging equipment. Price quotes will be obtained for repairs. The cost for the replacement of the fire panel should be lower that reported at the last Board meeting because the new carbon monoxide detectors will not need to be hardwired.

The Green Fair was a success. The Bookmobile and Library table were very busy.

Leah reported that Lisa Phillips has started at the Welcome Desk. She previously worked in the Children's Department. The Welcome Desk is now staffed during all hours the Library is open.

In addition to her written report, Leah informed the Board that the 2020 bond for books will be \$80K. Leah also will be meeting with Harold Klein from the Township regarding a Clean Energy Audit, to look at usage and how to improve efficiency.

ASSISTANT DIRECTOR'S REPORT

Karen Klapperstuck reported on the recent Fidget Quilt Kickoff event, held on October 5. Fidget quilts, twiddle muffs and comfort mitts are popular among patients with Alzheimer's and people living with dementia. The quilts typically feature items such as zippers, buttons, bows, jewelry and elastic, which are meant to provide tactile stimulation. The idea is for the wearer to have something with which to fidget. Twenty-six people attended to pick up patterns and kits to make items at home. Donations of completed or near-completed items will be accepted through December 16. Items will be donated to parker Adult Day Care of Monroe.

Karen also gave updates on two online resources:

- Kanopy sent a quote for 12 months of streaming service. The cost would be \$6,900 and is a guaranteed rate even if patrons use more content than Kanopy anticipates. This will allow us to subscribe without worrying about how to budget for the service.
- Karen reported that Lynda.com has paused its planned migration to LinkedIn Learning due to push back from libraries about the move. In the meanwhile, Leah and Karen will investigate other resources which might be used to replace Lynda.com if we choose to not renew our subscription.

FINANCIAL REPORT

The financial report was accepted as submitted.

Leah Wagner commented on line items in the financial report. She said that in the budget for the upcoming year, Electronic Subscriptions will be broken into 2 line items to reflect the cost for the subscription and a separate line item for the collection costs.

NOMINATING COMMITTEE REPORT

Robert Isaacs reported that there is one opening because Lillian Augustine will not be continuing on the Board when her term ends. The committee is seeking a volunteer for the Vice President position. The slate will be presented at the November meeting. Please contact Robert Isaacs if you are interested.

TOWNSHIP COUNCIL REPORT

Steve Dalina reported that he spoke with Rachel Hoster of the University of Michigan for the Community Assessment project discussed at the September Board meeting.

The main item of note on the agenda has been the tractor trailer issue. Approximately 300 people attended the meeting on the topic.

Steve also reminded everyone that Election Day will be here soon.

FRIENDS OF THE LIBRARY

Co-President Joyce Ragucci reported that the Friends have a busy autumn planned:

- Sharon Goldman will perform for the Musician's Showcase on October 20.
- The December Book Sale will be held from December 6 through December 8.
- Irene Curran will be at the Library to give a program on Amelia Earhart.
- The Grounds for Sculpture is discontinuing their Library Museum Pass program. Donna Rogers from the Library staff has been great and is working on a letter to offer suggestions about how Grounds for Sculpture could continue the program at a lower cost to the museum.
- The Green Fair and afghan raffle were a big success!
- Book Club and Movie programs at Monroe Village are on-going.
- The Friends are pleased to have some new members and are still looking for new volunteers for the Friends Board.

STUDENT REPRESENTATIVE

Vinisha reported that there was historic student participation in the Green Fair this year.

Upcoming events are the Haunted High School (October 30, \$5 children, adults free), the 3rd Annual Astronomy Night (November) and a Coffee House sponsored by the Choral Department but open to all. All of these events are cross-club collaborations.

FOUNDATION

Leah Wagner reported that the Annual Jewels of New Jersey Jewelry Show and Sale is scheduled for Sunday, November 3.

NEW BUSINESS

Leah Wagner presented the revised Library Launch Pad Policy. There was a question about whether there would be an age requirement for patrons to borrow. The policy states 18 and older because it would be an adult borrowing the preloaded tablet for a child. The policy will be revisited if necessary depending on issues that may arise.

Benjamin Baum moved to approve the Launch Pad Lending Policy. Steve Dalina seconded. All were in favor. The motion passed.

Leah Wagner presented the proposal from Literacy NJ to continue having tutors and conversation groups in the Library. Last year, the Library went with the Level 2 which provided the Library with ongoing conversation groups and classes. The cost for Level 2 remains at \$2,500 for 2020.

Helaine Evans made a motion to approve the renewal. Robert Isaacs seconded. The motion passed unanimously.

ACTION ON BILLS

Steve Dalina moved the payment of bills with checks #16997 - #17038, in the amount of \$250,678.12. Benjamin Baum seconded. The motion passed unanimously.

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Tuesday, November 19** at 6:30 p.m.

ADJOURNMENT

There being no other business, Steve Dalina moved that the meeting adjourn. Robert Isaacs seconded. The meeting adjourned at 7:11 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen Klapperstuck".

Karen Klapperstuck