

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP  
BOARD OF TRUSTEES**

Regularly Scheduled Meeting April 21, 2021

**A. Call to Order:**

The April meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order at 7:00 p.m. by President, Suzanne King, followed by Pledge of Allegiance. Those present: Barbara Chamberlain, Joyce Samoyan, Jeanne Kirsch, John Pohler, Joan Betterly, Janet Mead, Robin Lewis, Suzanne King and Samantha Snyder. President Suzanne King confirmed that tonight's meeting was being held in compliance with the requirements of the Open to the Public Meetings Act.

**B. Public Portion (Open/Close)**

President, Suzanne King opened the Public Portion of the meeting, no one from the public were present. The public could have zoomed in if they wanted to attend. Suzanne King closed the Public Portion.

**C. Approve March 2021 Minutes:** Motion to approve the March 2021 Minutes was made by Joyce Samoyan seconded by Joan Betterly. All voted in favor.

**D. Financial Reports:** Motion to approve the Financial Reports for March 2021 was made by Joan Betterly seconded by Jeanne Kirsch. All voted in favor.

**E. Approve Vouchers:** Motion to approve the payment of the Vouchers for March 2021 was made by Barbara Chamberlain seconded by Joan Betterly. All voted in favor.

**F: Director's Report:**

**Building:** Samantha Snyder reported on a warm day in late March bugs began to swarm in the Reference Librarian office where Katrina and Chris sit. Samantha called Buildings and Grounds who got in touch with the Township exterminator. The exterminator confirmed that the bugs were termites and wrote up a quote for treatment. The Township had a few more exterminators come out and give quotes and a treatment plan for the building. Samantha informed the Township that she can come in on a Saturday after 3 or any Sunday and open the building to accommodate the exterminator they chose since two of the exterminators pointed out they would like to do the treatments without patrons or staff around. At the time of this meeting no treatment has been done yet.

Samantha reported that now that the weather is nice she emailed Buildings and Grounds and reminded them that our bench out front has missing slats. Samantha reported she has the new slats and they are ready to put back on the benches. Bill has also pointed out that the fences in the back garden need repairing and that the gazebo could use a powerwashing.

**Staff:**

Samantha reported that at our last meeting, 80% of our staff members did not qualify to receive the vaccine yet. The NJLA received notice that Library workers were considered “essential” and could start receiving the vaccine starting April 5<sup>th</sup>. Ben, our new part-time employee informed us that Walgreens opened up appointments and a majority of our staff members jumped at the chance. Samantha reported most of us have had our first shot or an appointment to get the first shot. By our next meeting we will have a majority of staff fully vaccinated. Samantha pointed this information out not because she wanted to talk about the staff members medical choices but more so to point out how difficult the process of getting vaccinated has been for all of us, public employees who have been open since July 2020. Samantha reported it has been a long difficult road and we are still working on it. Samantha said she is really proud of everyone’s dedication on getting this done.

Samantha has scheduled a staff meeting for next Friday, April 30<sup>th</sup> at 9am.

**Solar Panels:**

Samantha reported the Solar Crew began working out back on Wednesday, April 14<sup>th</sup>. Library staff has been parking up front so the panels can be installed. There has been some drilling and banging around the back door.

**Other Tidbits:**

Samantha reported, a young lady who goes to GCIT had put out a collection box for hygiene items for a local women’s shelter. She was doing this as a project for her school as soon as the box is picked up our patrons (and staff) fill it back up again. Samantha reported that right now the box is full but the student has not been by to empty it so Samantha contacted a local shelter directly to see if she can drop the items off.

Samantha reported that our newest staff member, part-time Librarian Ben, has been pulling old ratty non-fiction books and weeding them out of the collection. Reference Librarian Chris has been reordering new editions when needed. Katrina, Children’s

Librarian, has also been weeding out the older items in Children's, Kyle, Teen Librarian has been reorganizing her section of the Library and Jennifer is cleaning up and relabeling the magazine sections. During this process everyone is wiping down dusting shelving.

Samantha reported, we have had two Blood Drives since our last meeting. AARP Tax help is over – despite the challenges that crew was able to help 205 people file their returns. Church is back in action with a limited crew the rest of the congregation attend online via Facebook Live.

Samantha reported, our first outdoor Spring program The Bunny Hop took place on Wednesday April 14<sup>th</sup>. The turnout was good but probably would have been larger if there wasn't a threat of rain all day long. Samantha reported there are more outdoor Children's Programs planned for Spring and Summer. Katrina is working with local Township workers like the police and fire department to set up some pop-up story times at those locations.

**G: Committee Reports:**

Joan Betterly reported that the Friends had their monthly meeting. They decided the book sale was still on for September 11 & 13. They will still meet once a month in the hopes that more people will start coming back into the organization. Joan reported they discussed not starting friends meetings until August, since people are being vaccinated they feel more people would start to come out again. Joan also reported that one of the ladies told the Friends that Franklinville Library is having a book sale on May 15<sup>th</sup> 7:30 – 5:00. Every book will be 50 cents but they are not sure how they were going to handle the 50% occupancy with the one day sale.

Joan reported the Friends will be selling bags at the book sale. The cost of the bags will be \$1.50 a piece for 150 and sell at \$3.00. The Board discussed where the funds would come from for the cost of the bags. Samantha said the Library would pay for them out of the advertising line item on the budget.

Joan Betterly made a motion to use the advertising line item on the budget to pay for the bags. Joyce Samoyan seconded. All voted in favor.

John Pohler reported, because of COVID the garden committee did not have their usual spring clean-up help from the Clean Communities or winter break down and the mulching. John reported he had dead nettle and bought 2 gallons of round-up to spray it before it went to seed which would be twice as much.

John also reported he received a call from Patrick McDevitt who informed John he took over the Clean Communities. John said he was still having the garden clean – up April 10<sup>th</sup> 10:00 – 12:00.

**H: Old Business:**

There was no old business to report.

**I: New Business:**

There was no new business to report.

**J: Adjournment:**

A motion to adjourn was made by Joan Betterly and seconded by Joyce Samoyan at 7:28pm. All voted in favor.

Respectfully Submitted  
Karen Uhl, Transcriber

Suzanne King, President  
Board of Trustees





