

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

Regularly Scheduled Meeting September 15, 2021

A. Call to Order:

The September 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: Joyce Samoyan, Joan Betterly, John Pohler Barbara Chamberlain, Robin Lewis, Ron Garbowski, 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. Suzanne King closed the Public Portion.

C. Approve June 2021 Minutes: Motion to approve the June 2021 Minutes was made by Joan Betterly seconded by Barbara Chamberlain. All voted in favor.

D. Financial Reports:

a. June/July/August 2021

Motion to approve the June/July/August Financial Reports was made by John Pohler seconded by Joan Betterly. All voted in favor.

E: Approve Vouchers:

a. June/July/August 2021

Motion to approve the payment of June/July/August Vouchers was made by Joan Betterly seconded by John Pohler. All voted in favor.

F: Director's Report:

Tibits for June 2021

Samantha reported, that she designed bookmarks with the new hours in September, Bellia Printing made them and the Circulation staff was handing them out to each patron. Samantha reported she has contacted some people looking to do Library programs or other programs in the meeting rooms. Summer Reading officially started at the end of June. Samantha reported, she was in contact with the head of Public Works at the Township to paint parking lines under the solar panels. We had our WiFi routers

replaced which caused some issues. BelliaTech worked on getting everything back to normal as quickly as possible.

Tibits for July 2021:

Samantha reported, our Hoopla database was renewed. Samantha reported, that as of July 12th all adult cats have been caught and spayed/neutered. There is only kittens left. Samantha reported, the Discover Books bin was full and she was having trouble getting the company to come out and empty it due the fact they have a shortage of staff. Buildings and Grounds sprayed weed killer on the front garden beds. Samantha reported, at the end of July we had our first outdoor Paint Dates. We were having issues where patrons bringing bikes into the Library so they weren't stolen. Samantha purchased bike locks off Amazon and cataloged them for check out for the patrons to use while they are in the Library.

Tibits for August 2021:

Samantha reported, in early August the solar panels were finished and the Township sent out the street sweeper truck to clean up anything left behind. Samantha reported, she worked on updating our Computer Policies making the disclaimer that pops up when you log into the WiFi and when you sit down to use a Library computer match. Samantha reported, Circulation handed out all of the bookmarks with our new hours change so she ordered more. Samantha reported, she created another banner-this time for September's National Library Card Month. The Children's and Teen Librarians reached out to the schools to make a little competition on new library card sign ups and renewals. The schools that have the most sign ups will get 5 books of their choice donated to their school library. Katrina (Children's Librarian) began preparing for the ArtFest on Main Street coming up on Saturday September 18th. An announcement was made by the Governor that all state employees must get vaccinated before October or else be subject to weekly testing. Samantha reported, all the Librarians began the final stages of planning for in-person programming.

September 2021 Director's Report:

Building:

Samantha reported, the air conditioning was not working in Meeting Room C on Tuesday September 7th. Samantha called Peterson and the tech they sent out said there was a problem with the thermostats not communicating with the units on the roof. He fixed them to work well enough to get through the Book Sale on Saturday and Monday.

Front Garden Plan:

Samantha reported, Paulson is going to give us a quote on rehabilitating the front and side garden. Paulson plans to put things in there that look nice and require very

little work. Samantha reported, the Paulson plans to give her a quote for a yearly maintenance plan to make sure the garden never looks the way it did again. Samantha reported, then the tornados hit and Paulson was hired by Mantua Township to get the roads passable again so he hasn't been able to drop by with the quote(s).

Update on Paulson:

Samantha reported, she saw Paulson on Monday and he would like to talk to Mike Calvello (head of Monroe Township Public Works) to discuss getting the Township workers to help out with some of the labor on the garden in order to keep costs down, also the Township will be more aware of where sprinkler systems, pipes and lights are located in the garden beds.

Tibits:

Samantha reported, the Library hours were updated on every website, phone system, library computer and flyer we could think of.

Samantha reported, the Rotary has returned to the Library for their weekly meetings. Samantha reported, she had attended their first meeting and she had learned a lot. Samantha reported, the Rotary are interested in hosting a Job Fair here in Meeting Room A & B as many of them are business owners who are lacking employees Right now.

**G: Committee Reports:
Friends Committee:**

Joan Betterly reported that the Friends book sale was a huge success. Between both days, Saturday 9/11/21 and Monday 9/13/21, the Friends made \$2,000.00, sold all of the pretzels and sold 93 bags. Joan reported, that the Friends decided, that all future book sales will be two days and Joan also reported, that people were so happy to see the return of the book sale. Joan reported, that the afternoon book club held the return of there first book club with eight in attendance.

Garden Committee:

John Pohler reported, the summer mowing of the Library garden had been inconsistent at best. John reported, the Township came in and weed wacked the perimeter of the gardens and nothing else. He feels that the cat boxes should be placed outside of the garden fence to make it easier for them to mow. The Board suggested that maybe we should hire Paulson to do all of the garden work.

H: Old Business:

There was no old business to report.

I: New Business:

Samantha reported, she needs the Board to approve the Internet Safety Policy changes she made so the Library can keep our E-Rate.

Joyce Samoyan made a motion to accept the revisions of the Internet Safety Policy. Joan Betterly seconded the motion. All voted in favor.

Samantha reported, that all of the adult cats have been neuter/spayed and it is just the kittens, who will soon be cats, that need to be caught and neuter/spayed. Samantha reported, she is still working with Petsavers and she made a donation in the amount of \$100.00 with her own money. Samantha asked the Board if they would be interested in matching that \$100.00 donation.

Joan Betterly made a motion to match the \$100.00 donation to Petsavers. Barbara Chamberlain seconded the motion. All voted in favor. John Pohler voted nay.

Joyce Samoyan made a motion that the Library be closed on Election Day to the Public and the Library Staff would have an in-service day. Joan Betterly seconded the motion. All voted in favor.

J: Adjournment:

A motion to adjourn was made by Barbara Chamberlain seconded by Joan Betterly. at 8:00pm all voted in favor.

Respectfully Submitted
Karen Uhl Transcriber

Suzanne King, President
Board of Trustees

