

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

Regularly Scheduled November 17, 2021

A. Call to Order:

The November 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, Jeanne Kirsch, Barbara Chamberlain, Robin Lewis, Janet Mead, 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 October 2021 Minutes: Motion to approve October Minutes was made by Joyce Samoyan seconded by Jeanne Kirsch. All voted in favor.

D. Approve October 2021 Financial Reports: Motion to approve October Financial Reports was made by Joan Betterly seconded by Barbara Chamberlain. All voted in favor.

E: Approve Payment of October 2021 Vouchers: Motion to approve payment of October 2021 Vouchers was made by Joan Betterly seconded by Barbara Chamberlain. All voted in favor.

F: Director's Report:

Technology:

Samantha reported BelliaTech is still around installing the camera system. Bellia Tech is having trouble acquiring new cameras due to the supply shortage. Samantha asked the the Board if they were interested in seeing the quality of the cameras to stop by her office. Samantha reported, that the Library is having a small issue with Apple iPhones being booted off the WiFi randomly since Apple issued an update last week. BelliaTech has been made aware of this issue.

Staff:

Samantha reported, Dylan Beiber has accepted a wonderful offer for full-time employment at the Rowan University Library. Samantha reported, Terry (Circulation Supervisor) has collected a few job applications and we will be narrowing them down and start interviewing shortly.

Samantha reported, that we had a Staff Day on Election Day. A wonderfully skilled teacher taught us how to mediate. A different teacher taught us how to do some basic ASL with a library theme for patrons who may be deaf or hard of hearing. Samantha Reported, we had a mini-staff meeting and lunch together. Terry taught those who didn't know how to do some basic Circulation functions in Sirsi our Library ILS system.

Holiday Party:

Samantha reported, the Holiday Party is taking place here at the Library on Friday December 10th at 5:00pm. Samantha reported, the party will take place after hours so we do not have to worry about juggling patrons and desk schedules. If you plan on eating, plan on bringing something to eat/drink for everyone, that's the price of admission! There is a sign-up sheet in the break room.

AARP is coming back:

Samantha reported, she has been in touch with the AARP about coming back this year to do tax help. Samantha reported, we are one of the few locations in Gloucester County welcoming them back. AARP has to follow their headquarters' rules so they are not sure what the setup is going to look like but it may look a lot like last year.

Tidbits:

Samantha reported, she thought this was an interesting fact: Since it has been getting colder out our ebook/resources usage has gone up. (Hoopla & OverDrive)

Samantha reported, the Librarians that do book ordering have been made aware of the final book and programming budgets. With Chris being out Ben has been given a Baker & Taylor login and he is updating the Reference collections medical and legal books. Samantha reported, due to the fact that Kyle knows how to reach teens online through apps like TikTok and Instagram, our teen programming stats have gone higher than ever before.

Samantha reported, the Library hosted early voting for all Gloucester County residents in Meeting Rooms A & B and the turnout was crazy.

Samantha reported, the Rotary's "Meet a Friend" which was scheduled today has been postponed most likely until April. Samantha reported that the Rotary Job Fair will be here on December 1st. from 3:00pm – 6:00pm. Employers and job seekers are invited. If you know any employers looking for employees contact the Rotary at wrotary@gmail.com.

Samantha reported, she has adjusted the clocks and thermostats that do not automatically adjust themselves. Samantha reported, she also changed the batteries in the clocks and thermostats that indicated low batteries.

**G: Committee Reports:
Friends:**

Joan Betterly reported, the Friends had their monthly meeting on November 1st. The Friends will be doing gift wrapping and a small book sale on December 11th. Joan reported, the Volunteer Tea will be December 17th at 10:00am, the Book Club luncheon will be December 7th at MonLisia.

Garden Committee:

Joan Betterly reported for John Pohler since he was unable to attend tonight's meeting, John and Alan came over on Veteran's Day and pulled the ivy off of the building over by the children's garden.

H: Old Business:

Joan Betterly made a motion to raise the non-resident card fee from \$25.00 to \$35.00 yearly and senior citizens cards from \$18.00 to \$20.00 yearly. Barbara Chamberlain seconded, all voted in favor.

The Board asked Samantha to contact Taylors Landscaping and Josephs Landscaping to get quotes on the garden around the Library building.

I: New Business:

Quote from Peterson for the new air condition unit above the server room.

Joyce Samoyan made a motion to accept Peterson's proposal for the new unit. Joyce Samoyan amended her motion to include the amount of the proposal of \$19,497.00 in the motion. Joan Betterly seconded, all voted in favor.

J: Adjournment:

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

Respectfully Submitted
Karen Uhl Transcriber

Suzanne King, President
Board of Trustees

