

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

Regularly Scheduled January 2025
(Corrected March 6, 2025)

A. Call to Order:

The January meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order by Director, Samantha Snyder at 7:00PM followed by the Pledge of Alligence. Present were: Allison Munch, John Pohler, Jeanne Kirsch, Ron Garbowski, Joyce Samoyan, Joan Betterly, Janet Mead, Suzanne King, James DeHart, and .John Valentine. Director, Samantha Snyder; confirmed that tonight's meeting was being held in compliance with the Open to the Public Meetings Act.

B. Reorganization:

1. Election of officers. Joyce Samoyan made a motion to elect Joan Betterly as President to the Board of Trustees. Seconded by Jeanne Kirsch. All voted in favor. Jeanne Kirsch made a motion to elect Joyce Samoyan as Vice-President to the Board of Trustees. Seconded by Ron Garbowski. All voted in favor. Joyce Samoyan made a motion to elect Suzanne King as Secretary-Treasurer to the Board of Trustees. Seconded by Ron Garbowski. All voted in favor.
2. Appointments. Joyce Samoyan made a motion to appoint the firm of Nightlinger, Colavita & Volpe as Board of Trustees accountants. Seconded by Suzanne King. All voted in favor. Our previous solicitor, Mr. Armano, has retired. President, Joan Betterly, proposed the Board go into a Shared Services of a lawyer with the Township. Jim DeHart explained how that would work. The Library Board would then obtain a conflict lawyer to deal with the Township issues. A motion was made by Joyce Samoyan to go into Shared Services of a lawyer with the Township. Seconded by Jeanne Kirsch. All voted in favor. Joyce Samoyan made a motion to table the appointment of the conflict lawyer for the Board of Trustees. Seconded by Suzanne King. The Library Board has sixty days to choose a conflict attorney. All voted in favor of the motion.
3. Committees. Garden Committee-John Pohler. Personnel Committee-Joyce Samoyan, Janet Mead, and Suzanne King. Policy/By-Laws Committee-Joyce Samoyan and Suzanne King. Building Committee-John Pohler and Suzanne King. Decor Committee-Allison Munch. Friends Committee-Jeanne Kirsch, Suzanne King and Allison Munch.

C. Oath of Office. Joan Betterly, President; Joyce Samoyan, Vice President and Suzanne King, Secretary-Treasurer were administrated their oaths of office by James DeHart the Mayor's Designee/Alternate.

D. Public Portion (Open/Close).

President Joan Betterly opened the public portion of the meeting and had the following individuals introduce themselves. They were Kathleen Lemanowicz, Katrina Hauserman and Melissa Newton. Kathleen wanted to share concerns they have as to library employees safety being compromised. She gave examples of individuals acting in

unusual ways. She further stated they don't feel safe here. She stated that the Township has a no tolerance rule. Katrina stated that there were many instances of having to call police. They were assured that they were taking the proper steps by calling the police and having these instances put on record. It was suggested that we create a zero tolerance policy.

E. Approve Minutes December 2024.

Motion to approve December 2024 was made by John Pohler with corrections. Seconded by Joyce Samoyan. All voted in favor.

F. Financial Reports:

1. Off the record while the Board reviewed the financial reports. Back on record. John Pohler made a motion to approve the December financial reports. Seconded by James DeHart. All voted in favor.

2. Off the record while the Board reviewed the payment of vouchers. Back on record. Allison Munch made a motion to approve the December payment of vouchers. Seconded by John Pohler. All voted in favor.

3. Off the record while the Board reviewed the Year End 2024 budget. Back on record. Suzanne King made a motion to approve the Year End 2024 budget. Seconded by Jeanne Kirsch. All voted in favor.

G. Directors Report:

Technology:

Samantha Snyder reported that electronic trash that buildings and grounds needed to pick up was finally done so after Samantha put in a work order.

Trustees should have received and completed their Cyber Security Training.

Building:

MUA replaced the water meter.

Bill from building & grounds reported to Samantha on January 10th he is in the process of replacing bulbs in our library. He needed to check on the warranty as the bulbs were last installed in 2020.

Events:

The Givers Place had their annual Toy Drive. And Chair Yoga is back on Thursdays.

H. Committee Reports:

1. Garden Committee: John Pohler reported that he is looking forward to upping (?) in March.

2. Personnel: No report.

3. Policy/By-Laws: Joyce Samoyan reported that there will soon be a meeting.

4. Building and Grounds: John Pohler reported that he noticed flickering lights in the main library near the left side of the fireplace.

5. Friends: Suzanne King reported on The Givers Toys for Tots on January 22, 2025. Room C was filled with many, many toys.

I. Old Business:

1. Shared Services/Payroll: Joyce Samoyan handed out her notes from the meeting she and Joan Betterly had with James DeHart with regards to shared services between Library employees and Township employees wherein she pointed out the main thrust of the meeting was to research and report findings to the board. We need to know by our March meeting if we should share services and vote then one way or another and give James DeHart, Township Business Administrator, our answer before April 1, 2025. As John Pohler pointed out this evening 'why change when we have been doing our current procedure since 1976'. James DeHart stated that the Township would cover expenses. He also stated that 'most municipalities use shared services'. To be continued.

J. New Business:

1. Transcriber Position: President, Joan Betterly reported that Karen Uhl has resigned as our transcriber therefore we are in need of a transcriber.
2. Staff meetings: It was suggested that we plan on having staff meetings on Friday after the Trustee meeting at 9AM.
3. 1/3 mil budget. Questions asked where is payroll processed; how do we operate on a really tight budget; how will our budget be approved; is 1/3 mil really the amount given to the Library?
4. Trespass notice: Policy will be freshened and sent to our legal council for review.

There being no further business, the meeting was adjourned at 9:10PM. Motion by Joyce Samoyan to adjourn the meeting. Seconded by John Pohler. All in favor.

Respectfully submitted,
Suzanne King
Secretary

