

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

**June 18, 2025
7:00 p.m.**

A. Call to Order:

The June meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order by Joan Betterly President at 7:00 p.m. The Board saluted the flag. Present: Joan Betterly, Joyce Samoyan, Jeanne Kirsch, John Valentine, John Pohler, James DeHart, Allison Munch, Suzanne King, Samantha Snyder. Excused: Ron Garbowski.

**B. Ms. Betterly confirmed that tonight's meeting was being held in compliance with Open to the Public Meetings Act.
Public Portion (Open/Close).**

C. Ms. Betterly asked for approval of the May 2025 Board minutes. Motion to approve by Ms. Munch, seconded by Ms. Kirsch. Voice vote; All ayes. Nays- Zero.

Ms. Betterly discusses reasons why the Board should no longer use the library board meeting room. First reason is the room is too small and does not offer availability for others to join the meeting. Secondly, in order for the public to get to the meeting room, they would have to go through the staff's private offices. She does not feel this is fair to the staff. Lastly, it lacks privacy. Ms. Betterly does not want use the other meeting rooms because they are booked and would not want the library to lose money each month. Ms. Betterly feels the Township conference room is available and it offers enough space. Mr. Pohler objects to this idea. He feels removing the Board from the library will not give them the opportunity to greet the employees. And if there is a problem with the employees it will not be resolve by removing the Board meetings from the Library. Ms. King agrees with Mr. Pohler. Ms. Betterly asks for suggestions of an alternative space for the meetings. Ms. King would like to continue to use the same conference room in the library. Mr. Dehart states there are areas in the Library the public is not permitted based on the First Amendment training. This is an open public meeting and it is required to be open to the public. Mr. Pohler says there was a meeting with five quorum people, which was not advertise and it was in violation of the Sunshine Act. After the meeting Mr. Dehart called the solicitor and informed them of the meeting and if it would have to be self-report. The solicitor stated if no action/ no vote was taken then it was not a big deal because it was not the intent of that meeting. There was a discussion about the recent staff meeting.

D. Financial Reports:

1. Off the record while the Board reviewed the financial reports. Back on record. Motion to approve the May financial reports by Ms. King, seconded by Ms. Munch. Voice vote; All Ayes. Nays- Zero.
2. Off the record while the Board reviewed the payment of vouchers. Back on record. Motion to approve the May payment of vouchers by Ms. King, seconded by Ms. Kirsch. Voice vote; All Ayes. Nays- Zero.

E. Directors Report:

Technology:

Kyle, Karen and I all received new computers on Friday, June 6th. Karen and I had older computers that were just not doing their best anymore, however, Kyle's computer was a teenager and it has not been doing well for a LONG time. For those of you who don't know, that computer used to be my computer when I was the teen librarian- ten years ago. It was time to put that one out of its misery. Karen and I's computers will be wiped and used elsewhere as catalog computers until we run those machines straight into the ground as well. Our next big task should be the 8 JPUCs (children's computers) which we might do in shifts. 4 new this year, 4 new next year. We will see how things pan out.

Building:

The company that installed our Reference Desk has come out and measured for swinging doors to be installed. The sign out front has been replaced. The rock siding that fell off the back of the building has been attached back up on the outside wall. The Friends children's couch arrived. Bill got a quote today for the hole in the floor in Meeting Room C, from Ms. King's recommendation.

Staff:

After the staff met with Christine and Felicia, I made sure to check our claims forms were up to date and easily accessible to everyone on staff. I emailed everyone and reminded them the procedure of what and when to fill out a form.

Events:

Early Voting and Primary Election Day have come and gone. Things were rather quiet during this round. The meeting rooms are a mess though, lots of spilled coffee stains. The carpets were clean last weekend.

Incident Reports:

On Monday, June 9th one of the staff members noticed two young teens playing around the vending machine. I pulled up the camera software and saw the smaller of the two sticking his arm up into the machine. I called the non-emergency number and the officers showed up and spoke with the kids. We notified Brandee about what had been stolen.

Tidbits:

The Friends paid for the renewal of the library's museum passes which are up at the end of this month. They also gave money towards the next Horticulture Program coming up. Update: Rotary met this morning and they have offered to pay for a refresher on the front garden bed with

a landscaper of their choice. There is the problem of the mulch versus the need to have rocks. Bill says he has the rocks and Mr. Dehart only knows there is a purchase order in place. This could be a joint project.

Mr. Valentine asks where the rocks are going to be located. Ms. Snyder replies in the raised beds out front. Mr. Dehart mentions the laws have changed and any commercial building cannot have wood mulch due to fire safety code. Mr. Valentine is worried about kids throwing rocks at the building. The Board believes the smaller the rock the better and a correct barrier needs to be place before the rocks. They discuss details on how to coordinate the joint project.

F. Committee Reports:

1. Garden Committee: No Report
2. Personnel Committee: See H (1)
3. Policy/By-Laws Committee: No Report
4. Buildings & Grounds: Mr. Pohler reported a person was trying to break a lock on the back connection to plug in his personal phone.
5. Friends – Ms. King reported the dedication of the sofa for the Children’s Library which they are planning a Saturday in August. More details to come. Ms. King needs to measure an area where they can place the dedication plaque. And all the friends are going to wear their “friends t-shirts.” She needs to get into contact with the VanLeer’s. Chief of Police and Ms. Snyder are going to follow up with the media.

G. Old Business:

1. Negotiations Update: Negotiations will be held the afternoon of July 17th. This will be the preliminary round. Ms. Betterly asks if all the necessary paperwork has been submitted. Mr. Dehart is waiting on one of the titles. Ms. Snyder will assist him on this matter.
2. Suspension/Appeal Policy Rewrite: Ms. Betterly states this will be addressed, again this summer. The part that needs to be rewritten is when the person is first served trespass the word “pending” should be inserted. The Board agrees. Ms. Betterly asks if there are any other suggestions. There are none. Mr. Pohler asked if there was a criminal complaint filed against the man that exposed himself. There was a police report but not a criminal complaint. The man has yet to appeal the library’s decision.

H. New Business:

1. Personnel Committee: Mr. Dehart volunteered to fill the vacancy.
2. Staff Vacancy: Mr. Dehart, Ms. Samoyan, Ms. King and Ms. Betterly briefly met to discuss staff vacancy. Mr. Dehart, Ms. Samoyan and Ms. Betterly agreed they did not want to fill the position at this time. Ms. King abstained from the decision. Ms. King says the entire Board should vote on the matter. Ms. Betterly states the personnel committee is suggesting no new hire at this time. Mr. Pohler asks the reasoning behind this and they say money. Mr. Dehart says the concern is the budget and what is going to happen with the contract. He compared the salaries from Monroe to Deptford and discusses the findings to the Board. This is the first time there has been a contract negotiations and Mr. Dehart felt not to rehire at this time is the cautious move. Ms. Samoyan states the personnel committee met to decide who or if they were going to fill the position. The

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majority decided they should not and Ms. Betterly is presenting this information to the Board. Mr. Pohler asks when they plan to replace the employee and if the position can be distributed amongst the other employees for the time being. Ms. Snyder says no and they are currently very short staffed. The Board discusses the conflict solicitor and her fees. Motion to wait to rehire until the end of the year by Ms. Samoyan, seconded by Ms. Kirsch. Voice vote; All Ayes. Nays- Zero. Abstains; Ms. King.

3. Staff Safety Plan for September Status:

At the last staff meeting there were suggestions to come up with a plan by September 12th and thereafter. The staff is nervous and Mr. Dehart suggest videos they can watch. The staff suggested more cameras. Ms. Snyder and staff came up with a plan to form a committee, five in total. They have not officially met but just exchanged emails. One of the employees has a friend that works at CHOP and is going to send some information over about a potential seminar regarding a safety committee and health crisis training for staff. The Board discusses more safety regulations.

4. Audit Status: Mr. Dehart explains this to the Board and questions if the audit is valid. They are waiting to hear back from the auditor.

I. Adjournment:

There being no further business, the meeting was adjourned at 7:46 p.m.

Motion to adjourn by Mr. Pohler, seconded by Mr. Dehart. Voice votes; All Ayes.

Nays- Zero.

Respectfully submitted,
Scottie Lea Gabbianelli
Transcriber