

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 President Joyce Samoyan at 7:00 p.m. Present: Joyce Samoyan, Jeanne Kirsch, Kathryn Corrigan, James DeHart, Ron Garbowski, Suzanne King, Janet Mead, Allison Munch, John Valentine, Christopher DiFazio, Zachary Sireci. Excused: Joan Betterly

Ms. Samoyan confirmed that tonight's meeting was being held in compliance with the Open to the Public Meetings Act. Flag Salute.

B. Public Portion: (open/close) - None

C. Approve Minutes of May 2026 Board Meeting-

Motion to approve by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

D. Financial Reports:

1. Approve Financial Reports-

Motion passed to open executive session: All Ayes. Nays- Zero. The Board reviewed the financial reports and payments of vouchers. Motion passed to close the executive session.

a. Motion to approve May 2026 by Ms. King, seconded by Mr. Garbowski.
Roll call vote: Ayes- Ms. King, Mr. Garbowski, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

2. Approve Payment of Vouchers-

a. Motion to approve May 2026 by Ms. King, seconded by Ms. Munch.
Roll call vote: Ayes- Ms. King, Ms. Munch, Ms. Corrigan, Mr. DeHart, Mr. Garbowski, Ms. Kirsch, Ms. Mead, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

E. Director's Report:

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP

DIRECTOR'S REPORT

May 2026

Technology:

New computers for the children's section were finally delivered and installed on 6/10. These were the last of our old PCs that desperately needed replacing.

Building:

Peterson came out on 5/20 to fix a refrigerant leak in one of our HVAC units that was causing AC problems in our tech lab. So far we've had no problems since then.

Staff:

I held our monthly staff meeting on 6/2. We mostly discussed the upcoming summer reading programs with Brittany, Katrina, and Kyle giving us a run-down on the organization of the programs so that all the staff is aware and knows what to expect. We also discussed some minor changes at the circulation desk. We've ordered a menu style board to display prices, policies, etc. to cut down on some of the signage clutter.

Events:

Early voting was held in the library again 5/26 to 5/31. All went well. They extended the prohibited electioneering zone from 100 to 200 feet which was a nice change since we would often get patron complaints about electioneering in the parking lot.

The Summer Reading Challenge officially started on 6/13 for all 3 programs (children, teens, and adults). This year's theme is "Unearth a Story". As always, there will be prize incentives for reading and participating in library events. There are plenty of programs planned throughout the summer to encourage participation.

Incident Reports:

On 6/1 a patron came into the building with questions about our ADA and Law Against Discrimination signage. We reached out to Christine at the township to double-check that we had the correct signage posted. She also sent us additional signage about ADA rights and complaints procedure, which I posted as well so we should be in compliance.

E. Director's Report (continued):

Tidbits:

Karen created a petty cash fund which Ray Colavita (our auditor) had previously recommended at one of our meetings. This will primarily be used for purchasing supplies for programs rather than always using the procurement card.

Using some of the good condition donated books, Brittany put together some "blind date with a book" packages that are available for patrons for a \$5 donation to the library. These include a mystery book along with some other goodies like bookmarks and stickers.

With the help of our volunteers the library has been fully decorated dinosaur-style to coincide with the summer reading theme.

The Herbal Society who usually decorates our Christmas tree each year set up a special red, white, and blue tree to commemorate the 250th anniversary of the country.

Following the township's ordinance, the cats from the cat colony in the garden were trapped and updated on their rabies vaccines. The process took place from 6/8 to 6/10 and Brittany and Dawn made a huge effort to ensure that everything went smoothly.

F. Old Business:

1. Resolution R13-2026: Appointing Deputy Director
Motion to approve by Mr. Garbowski, seconded by Mr. DeHart. Roll call vote: Ayes- Mr. Garbowski, Mr. DeHart, Ms. Corrigan, Ms. King, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

Mr. Valentine addresses the issue with the light pole access panel. Mr. DiFazio will look into it.

G. New Business:

1. Resolution R12-2026: Board Meetings in July & August
Motion to approve by Ms. King, seconded by Mr. DeHart. Roll call vote: Ayes- Ms. King, Mr. DeHart, Ms. Corrigan, Mr. Garbowski, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.
2. New location for voting district map
Motion to approve by Ms. King, seconded by Ms. Kirsch. Roll call vote: Ayes- Ms. King, Ms. Kirsch, Ms. Corrigan, Mr. Garbowski, Mr. DeHart, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.
3. Resolution R14-2026: Authorizing County Facility Use Agreement
Motion to approve by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

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

**June 17, 2026
7:00 p.m.**

Motion passed to reopen the public portion. Fernando O'Brien of Williamstown would like to request that the Board consider extending library hours to include weekends. Motion passed to close the public portion.

H. Committee Reports:

1. Garden – Ms. Mead reports the landscape invoice, for which the committee reviewed the quotes. She requests that Mr. DiFazio investigate the water system.
2. Personnel – Previously Discussed
3. Policy/By-Laws - None
4. Buildings and Grounds – Mr. Garbowski and Mr. DiFazio will walk the grounds for a safety inspection. Mr. DeHart announces that the pole barn has been ordered.
5. Friends – The committee added an open meeting on every third Monday at 6:30 p.m. in Meeting Room C. Ms. King announces the Fall Book Sale will be on October 3rd and in conjunction with the Rotary for the Santa show on December 5th.

H. Committee Reports (continued):

6. Budget and Finance – None

I. Adjournment:

There being no further business, the meeting was adjourned at 7:40 p.m. by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Much, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

Next meeting: July 15th 2026 @ 7:00pm

These minutes are an extract from the meeting that was held on the above date and are not a verbatim account or to be construed as an official transcript of the proceedings.
Respectfully submitted by: Scottie Gabbianelli, Clerk Transcriber.