

A. Call to Order:

The September 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, Joan Betterly, Kathryn Corrigan, James DeHart, Ron Garbowski, Suzanne King, Janet Mead, Allison Munch, Christopher DiFazio, Zachary Sireci. Excused: John Valentine

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 August 2026 Board Meeting-

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

2. Approve Payment of Vouchers-

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

E. Director's Report:

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP

DIRECTOR'S REPORT

September 2026

Technology:

On 8/3 we lost local Internet connection due to an outage from our provider, meaning we had no Internet access on the public PCs or work computers. I was able to install our ILS software on a few laptops since the Wifi was still working so we were able to keep basic services going. Everything came back online on 8/4.

Building:

The broken chairs in the café seating area were replaced.

We received a proposal for an HVAC replacement project with the ACE grant offering a significant cost reduction.

Staff:

Luke Walters, our part-time Library Associate found a full-time job at Thomas Jefferson University Library. His last day was September 8th.

At a staff meeting I brought up the idea of forming staff committees to work on specific projects, topics. At the moment we have two committees: the Reading Engagement Committee has been focusing on social media posts, reading challenges, book displays, etc. to try to drive year-round reader engagement. The Cataloging Committee is currently working on compiling a full guide for cataloging in our ILS, and setting cataloging standards to make sure everything is consistent.

Events:

On 7/30 we hosted a book signing/discussion event with local author Liza DeStefano that was very successful and well-attended.

Summer reading was super popular as usual. We had lots of themed events for all ages throughout the summer. The split between in-person and online signups via our Readsquared app has made the program very convenient. The Reading Engagement committee is planning to offer other seasonal/themed challenges throughout the year to keep utilizing the platform.

E. Director's Report (continued):

Incident Reports:

On 8/13, library staff were taking down the divider in Meeting Rooms A & B for the blood drive. One of the blood drive workers attempted to help and got his hand caught in the divider. He declined medical help at the time. An incident report was completed and sent to Christine.

Miscellaneous:

A member of the Negro Women Warrior's organization reached out and asked about finding a way to help senior patrons pay for their printing/faxing costs in the library. After figuring out the logistics, they were able to provide us with a rechargeable credit card that we can use for seniors 65+ to cover those costs. So far, it has gone smoothly and our patrons are very appreciative.

Our volunteer Missi is in the process of taking down the summer reading paintings/decorations and setting up for fall, including a big tree that will tie in to our fall reading challenge.

September is National Library Card Signup month and we have a promotion with three local restaurants offering a 10% discount on orders if you present our library card. It's been going very well and we have had a ton of new signups.

F. Old Business

1. Update to current library borrowing policies

Motion to approve 3.0 Policy on the Issuance of Borrow Cards by Mr. Garbowski, seconded by Ms. King. Ayes- Mr. Garbowski, Ms. King, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

Motion to approve 3.1 Policy on Library Borrowing by Mr. Garbowski, seconded by Ms. King. Ayes- Mr. Garbowski, Ms. King, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

Motion to approve 3.3 Policy on Library Material Borrowing by Mr. Garbowski, seconded by Ms. King. Ayes- Mr. Garbowski, Ms. King, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

2. Addition of library checkout policy

G. New Business

1. Library hours

Motion to adopt Res. 16-2026 by Mr. Garbowski, seconded by Ms. Kirsch. Roll call vote: Ayes- Mr. Garbowski, Ms. Kirsch, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. King, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

2. HVAC project

Motion to adopt Res. 17-2026 by Mr. Garbowski, seconded by Ms. King. Ayes- Mr. Garbowski, Ms. King, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

3. Part-time Library Associate position

Motion to authorize Mr. DiFazio to hire two (2) part-time Library Associates by Mr. Garbowski, seconded by Ms. King. Ayes- Mr. Garbowski, Ms. King, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

G. Committee Reports

1. Garden - None

2. Personnel -None

3. Policy/By-Laws -None

4. Buildings and Grounds – The committee will further investigate the irrigation situation.

5. Friends – Book Sale October 3rd from 9 am to 2 pm. Public meetings to be held every third Monday in Meeting Room C.

6. Budget and Finance - None

B. Adjournment:

There being no further business, the meeting was adjourned at 7:36 p.m. by Mr. Garbowski, seconded by Ms. Kirsch. Roll call vote: Ayes- Mr. Garbowski, Ms. Kirsch, Ms. Betterly, Ms. Corrigan, Mr. DeHart, Ms. King, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

Next meeting: October 21st @ 7:00 pm

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.