

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

Regularly Scheduled December 21, 2022

A. Call to Order:

The December meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order at 7:00pm by President Joan Betterly followed by Pledge of Allegiance. Those present: Suzanne King, Allison Munch, Robin Lewis, John Pohler, Barbara Chamberlain, Janet Mead, Councilman Ron Garbowski, Joan Betterly and Samantha Snyder. President Joan Betterly 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, Joan Betterly opened the Public Portion of the meeting. No one from the public were at the meeting. President, Joan Betterly closed the public portion of the meeting,

C. Approve November 2022 Minutes: Motion to approve November Minutes was made by Suzanne King, seconded by Allison Munch. All voted in favor.

D. Approve Financial Reports: Off the record while the Board reviewed the November financial reports. Back on record. Suzanne King made a motion to approve the November financial reports, seconded by Barbara Chamberlain. All voted in favor.

E: Approve Payment Vouchers: Motion to approve payment November Vouchers was made by Barbara Chamberlain, seconded by Suzanne King. All voted in favor.

F: Director's Report:

Building:

Samantha reported, we have a number of small HAVC repair bills on the way from Peterson, with each of them being around \$2,000.00. Samantha reported, Karen and I will

evaluate the best way to handle these bills in the new year so we don't end up in the same situation we did last year where a few large repair bills wiped out our Building Maintenance line early in the year.

Technology:

Samantha reported, many of our computers in the adult section have out of order signs on them. Samantha reported, she made some inquiries with BelliaTech about acquiring new computers, Fred from Bellia told me he would get a quick quote from his computer man. Samantha reported, the quote came back at a far lower price than she anticipated, by next year there should be all new computers in the adult area.

Staff:

Samantha reported, the new part-time Reference Librarian Nicole has started, our full-time Circulation Clerk Amber has resigned, Aylin our part-time evening Library Clerk has agreed to step into the full-time role. Samantha reported, our Children's Librarian has been back for a couple of weeks since her mother is recovering.

Other:

Samantha reported, the letter keeping Janet Mead as the Superintendent Proxy has been sent, the project to put the Director as a signer for the bank has been completed.

Samantha reported, The Rotary did a "Pictures with Santa" Event on Saturday, December 3rd and had a really good turnout.

Library Programs:

Joan reported, the Tuesday night Book Club discussed and watched an author interviewed on an YouTube video, both the afternoon and evening book clubs went to MonaLisia for their Holiday luncheon. Joan reported on Friday 12/9/22 we had our Volunteer Tea.

Barbara reported, she attended the Puzzle Contest and also the December afternoon

Movies "A Christmas Carol and Home Alone, Barbara reported the Regal Movie Theatre provides popcorn for the movies. Barbara reported, Brittany reviewed and discussed the movie "Loving", also the Shades of Harmony were excellent.

G: Committee Reports:

Friends Committee:

Sue reported, the Friends had their Gift Wrap on 12/17/22 and made \$204.00.

Garden Committee:

John reported he needs deep pots for some of the plants because they are root bound, he will need new pots. John reported, he has started native plants in his own yard and will be planting them in the garden, he has people who come into the Library just to see the house plants throughout the Library.

Buildings & Grounds Committee:

Nothing to report.

Personnel Committee:

Nothing to report.

Policy Committee:

Nothing to report.

H: Old Business:

The Board discussed which attorney they would like to retain for the Library off the list Samantha had provided them with at last month's meeting. They all agreed on Attorney John J. Armano and will discuss and vote at January's 2023 meeting.

I: New Business:

The Board reviewed and discussed the 2023 Holiday Calendar and the preview of 2023 Library Budget.

J: Adjournment:

A motion to adjourn was made by Suzanne King seconded, Barbara Chamberlain at 7:54 pm all voted in favor.

Respectfully Submitted
Karen Uhl Transcriber

Joan Betterly, President
Board of Trustees