

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES

Reorganization Meeting January 18, 2023

A. Call to Order:

The January Reorganization Meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order at 7:00pm in accordance with the Open Public Meetings Act by Director Samantha Snyder followed by the Pledge of Allegiance. Those present: Joan Betterly, Joyce Samoyan, Jeanne Kirsch, Suzanne King, Allison Munch, Barbara Chamberlain, John Pohler, Terry VanLeer and Samantha Snyder. Samantha Snyder stated the first item on the agenda is the election of Board President. Barbara Chamberlain nominated Joan Betterly for the Office of Board President, seconded by Joyce Samoyan. All voted in favor. Samantha Snyder turned the meeting over to President Joan Betterly.

Reorganization: Election of Officers:

Samantha Snyder accepted the nominations for the President, Barbara Chamberlain nominated Joan Betterly as President, Joyce Samoyan seconded, all voted in favor. Suzanne King nominated Joyce Samoyan as Vice President, Jeanne Kirsch seconded, all voted in favor. Joyce Samoyan nominated Suzanne King as Secretary/Treasurer, Joan Betterly seconded, all voted in favor.

Proxy Members:

Joan Betterly confirmed Allison Munch as Mayor's Designee, Joan Betterly confirmed Barbara Chamberlain as School Board Designee, Joan Betterly confirmed Janet Mead as School Superintendent Designee. Joan Betterly confirmed Ron Garbowski as Council Liaison. All voted in favor.

Appointments:

Motion was made for the appointment of Karen Uhl as Clerk Transcriber by Suzanne King, Joyce Samoyan seconded. All voted in favor.

Motion was made for the appointment of Nightlinger, Colavita & Volpe as auditors by Suzanne King, Joan Betterly seconded. All voted in favor

Motion was made for the appointment of John J. Armano Jr. as attorney for the Library by Suzanne King, seconded by Joyce Samoyan. All voted in favor.

B. Public Portion (Open/Close):

President Joan Betterly opened the Public Portion of the meeting, no one from the public were present. Joan Betterly closed the Public Portion.

C. Approve December 2022 Minutes: Motion to approve December Minutes was made by Suzanne King, seconded by Jeanne Kirsch. All voted in favor.

D. Approve December 2022 Financial Reports: Off the record while the Board reviewed financial reports. Back on record. Suzanne King made a motion to approve the December financial reports, seconded by Joyce Samoyan. All voted in favor.

E. Approve Payment of December 2022 Vouchers: Motion to approve the payment of December vouchers was made by Joyce Samoyan, seconded by Suzanne King. All voted in favor.

F. Approval of Year End 2022 Budget: Motion to approve the year end 2022 budget was made by Suzanne King, seconded by Terry VanLeer. All voted in favor.

Approval of 2023 Budget: Motion to approve the 2023 budget was made by Suzanne King, seconded by Jeanne Kirsch. All voted in favor.

G: Library Board Committee Appointments 2023:

Garden Committee: John Pohler Jeanne Kirsch

Personnel Committee: Joyce Samoyan Janet Mead Barbara Chamberlan
Suzanne King

Policy/By-Laws Committee: Barbara Chamberlain Joyce Samoyan Suzanne King

Building Committee: John Pohler Suzanne King

Friends Committee: Jeanne Kirsch Suzanne King Barbara Chamberlain
Terry VanLeer Allison Munch

Oath of Office: All the new officers took their Oath of Office: President Joan Betterly,
Vice President Joyce Samoyan, Secretary/Treasurer Suzanne King.

President Joan Betterly informed the Board that Robin Lewis resigned from the Board at Town Hall as of December 31, 2022.

President Joan Betterly introduced Terry VanLeer as a new Board Member. Terry VanLeer will be taking Robin Lewis's place, Joan asked everyone to welcome Terry to the Board.

H: Directors Report:

Building:

Samantha reported, the Library had the annual fire inspection by Skip on Wednesday. Skip informed Samantha there is a couple of repairs he would like to see done, one an updated inspection sticker on the fire suppression system by Johnson Controls and and the emergency lighting replace in Meeting Room C.

Samantha reported, that she noticed the water cooler in the break room had stopped working. Samantha reported, she called Stomel and they sent out a tech on Friday, January 13th. The tech reported a part had gone bad inside the machine and the tech was able to repair it.

Samantha reported, she has requested to have new hand dryers put in the public restrooms

Technology:

Samantha reported, our electric sign out front has stopped working, Fred from BelliaTech is looking into finding a company to repair it. Samantha reported, to completely replace the sign could be cost upwards to \$20-30k. Samantha reported. Fred suggested calling a sign company to create a sign that would fit over the existing electric sign.

Other:

Samantha reported, Yoga will be resuming shortly and the AARP will be taking appointments as of Tuesday, January 17th. Samantha reported, the appointments will be handled by the Pfeiffer Community Center.

Library Programs:

Joan reported, the Tuesday night Book Club did not meet in December, they had their luncheon instead.

Sue reported, The Friends scheduled their spring book sale, set-up is 4/14/23, sale is Saturday 4/15/23 and Monday 4/17/23.

Barbara reported, she gave blood this month and she saw the Monday movie which was "Death on the Nile" which she enjoyed.

Jeanne and Allison reported the afternoon Book Club read "The Body" which they both agreed, read like a text book.

I: Committee Reports:

Garden:

John Pohler reported, the only thing he can do this time of year is feed the birds.

John reported, he and Alan will be taking down the dead trees in the garden in the spring and replace them with native shrubs.

Personnel:

No Report.

Policy and By-Laws:

Members of the committee discussed revisiting the By-Laws again in June of 2023.

Building & Grounds:

Members of the committee discussed the lights over the Circ desk need light bulbs and Buildings & Grounds check the down spouts on the roof.

Friends:

Suzanne King reported, the Friends donated money to the Library for the Yoga Program.

J: Old Business:

Barbara Chamberlain reported, Chris did a program on Christmas Trivia and how interesting it was that he used modern technology. Barbara reported, it is a terrific program and there will be more in the up and coming months and she did win and got to pick a book of her choice for her prize.

K: New Business:

Approval of Board Meeting Dates:

A motion was made by Suzanne King to approve the Board Meeting Dates, seconded by Barbara Chamberlain. All voted in favor.

Approval of 2023 Holidays:

John Pohler made a motion that Monday July 3rd. will be an unpaid Holiday and the Library will be closed, Barbara Chamberlain seconded. All voted in favor.

Veterans Day, since Veterans Day is on a Saturday this year and will be observed on Friday 11/10/23, the Board discussed closing on Saturday as well or close on Friday and open on Saturday. The Board decided to put this to a vote. Seven voted yay to open on Saturday and one nay. The result, the Library will be closed on Friday 11/10/23 to observe Veterans Day and be open on Saturday 11/11/23. The Board approved the 2023 Holiday Calendar.

L: Library Christmas Gift.

Joan Betterly reported, two days before Christmas she received a phone call from Steve Josephs, from Joseph's Landscaping. Steve informed Joan that he had received her letter regarding the condition of the Library garden around the building. Steve told Joan that he and a crew will be coming to the Library to clean out the entire garden and replace any dead plants free of charge. He will also take care of turning the irrigation system on in the spring and discuss with her a maintenance program agreement.

M: Mayor Visit:

Joan Betterly reported, she has invited the Mayor to come to a Board Meeting. The Mayor has accepted and said he would come for a visit either in February or March. Joan reported, she has assigned Joyce Samoyan to discuss the visit with the Mayor

N: Adjournment:

A motion to adjourn was made by John Pohler, seconded by Suzanne King at 8:17pm. All voted in favor.

Respectfully Submitted
Karen Uhl Transcriber

Joan Betterly, President
Board of Trustees