

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

Regularly Scheduled May 17, 2023

A. Call to Order:

The May 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: John Pohler, Barbara Chamberlain, Terry Vanleer Suzanne King, Jeanne Kirsch, Joyce Samoyan, Councilman Ron Garbowski, Janet Mead, Joan Betterly and Samantha Snyder. President Joan Betterly confirmed that tonight's meeting was being held in compliance with the Open to the Public Meetings Act.

B. Public Portion (Open/Close):

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

C. Approve May 2023 Minutes: Motion to approve May Minutes was made by Suzanne King, seconded by Jeanne Kirsch. All voted in favor.

D. Approve May 2023 Financial Reports: Off the record while the Board reviewed financial reports. Back on record. Joyce Samoyan made a motion to approve the May financial reports, seconded by Suzanne King. All voted in favor.

E: Approve Payment of May 2023 Vouchers: Motion to approve the payment of vouchers was made by Suzanne King, seconded by Barbara Chamberlain. All voted in favor.

F: Directors Report:

Technology:

Samantha reported, we will discuss the Electronic Sign developments under Old Business. Samantha reported, we had some printer parts that needed replacing and

our sales rep for the photocopier said the new coin machine should be here any day now. Samantha reported, Verizon has reached out about replacing some fiber optic lines which they will do for free just need to schedule a date.

Building:

Samantha reported, we had some issues with Public Works not emptying our dumpster for a couple weeks in a row. Samantha reported, she called the head of sanitation, Steve. Samantha reported, she and Steve talked a bit and now everything is back to normal.

Samantha reported, we have been having issues with the door in Meeting Room B, the right door does not open it gets stuck. Samantha reported, she called Doorcheck and received a quote of \$1,000.00 to fix the door. Samantha reported, she talked to Bill from Buildings and Grounds and she and Bill agreed it is an outrageous price. Bill is going to get in touch with the door guy they use for the Township Building.

Library Events:

Samantha reported, the Book Fest happened on Saturday, April 22nd. and a lot of the Board dropped by and thank you for that. Samantha reported, the Book Fest people would like to combine efforts with the Friends of the Library next year and have the book sale and the Book Fest on the same date, also they would like the event moved to the front parking lot so people may see it from the road and stop by.

Samantha reported, the staff members were thrilled with our Staff lunch which took place during National Library Week. Samantha reported, a lot of the Board Members attended that as well. Thank you all again.

Tibits:

Samantha reported, a patron let us know that our bus schedules were no longer correct, I reached out to the head of NJ Public Transportation and got some brand new correct schedules.

G: Committee Reports:

Garden:

John Pohler reported, Mr. and Mrs. Kirkby assisted him planting the plants he started from seeds for the garden. John reported, between the cold nights and the lack of rain he is worried if the seedlings will make it. John reported, he purchased a large watering bucket but this is very time consuming to go around the garden and water them. John reported, he talked with Samantha before tonight's meeting about purchasing a tripod rain tower which shoots water out 5 gallons a minute and cost under \$200.00 at Amazon. John reported, eventually we are going to have to mulch but this depends again on the weather.

Personnel:

No Report.

Policy and Buy-Laws:

Barbara reported, the Policy and Buy-Laws committee will be meeting on June 20th at 1:30pm to discuss the Buy-Laws.

Buildings & Grounds:

Joan reported, Buildings and Grounds was supposed to spray the weeds in the front garden and it hasn't been done yet. They have the spray they have the backpack and it is a continuing problem which is only going to get worst. Joan reported, she and Samantha will continue to pursue this.

Friends:

Suzanne reported, she is putting a thank you letter together to give to the Pastor of The Giver's Place Church for the help Yevette and Sherry, two of his parishioners, gave to The Friends at the Book Sale. They provided snacks and auctioned off two gift baskets.

H: Old Business:

Electric Sign

Joyce Samoyan made a motion that the Board ask the Township to start the process to put the cost of the Library's electronic sign out to bid, Suzanne King seconded. All voted in favor.

I. New Business:

Robert's Rules Rundown

Barbara gave an overview of "Robert's Rules" on how to properly conduct a meeting.

J. Adournment:

A motion to adjourn at 8:00pm was made by John Pohler, seconded by Joyce Samoyan.
All voted in favor.

Respectfully Submitted
Karen Uhl Transcriber

Joan Betterly President
Board of Trustees