

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

Regularly Scheduled February 21, 2024

A. Call to Order:

The February 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: Janet Mead, Terry Vanleer, Suzanne King, Councilman Ron Garbowski, John Pohler, Samantha Snyder and Joan Betterly. 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 and asked Janet Mead to introduce the two guest present at tonight's meeting. Janet introduced, Lauren Lamin and Doreen McDevit from the Williamstown Organic Community Garden. Lauren Lamin proposed to the Board, involving the Library children's programs with the Children's Garden Club. Lauren reported, the partnership would involve joint promotional efforts, shared resources and development of special projects/activities to enhance the children's overall learning experience such as planting adventures, garden crafts, educational workshops and nature exploration. The Board, Lauren and Doreen discussed how they would move forward with this partnership. Joan closed the Public Portion.

C. Approve Minutes January 2024: Motion to approve January Minutes was made by Suzanne King, seconded by Terry Vanleer. All voted in favor.

D. Approve January 2024 Financial Reports: Off the record while the Board reviewed the financial reports. Back on record. Suzanne King made a motion to approve January financial reports, seconded by John Pohler, All voted in favor.

E: Approve Payment of January 2024 Vouchers: A motion was made by Terry Vanleer to approve the payment of the vouchers, seconded by Suzanne King. All voted in favor.

F: Directors Report:

Technology:

Samantha reported, Verizon (through the E-rate) did an upgrade on our internet speed, things are a little faster now and a little cheaper.

Building:

Samantha reported, the public water fountain is out of order, Buildings & Grounds is aware, they have a work order to bring an electrician in to repair it.

Samantha reported, we had our fire inspection which required a couple of orders to correct. Samantha reported, one of the orders required a call to the gas company and arrange a time for them to install bumpers in the back of the Library to protect the gas meters, the gas company will be here next Tuesday to install them. Samantha reported, the other orders are things Buildings & Grounds need to do, like replacing emergency lights and putting our address number somewhere on the building out front.

Events:

Samantha reported, she has been working on getting authors signed up for the Book Fest as well as the layout of the event. Samantha reported, she has booked our Annual Art Show with Miss Gina on Wednesday, May 8th. and at the end of May beginning of June set up for Early Voting.

G: Committee Reports:**Garden:**

John reported, he will need a 3 cubic foot bale of soiless mix for the in house plants and he will be bringing his potted seedlings and he will put them by the back wall. Joan asked John when he would be needing mulch, John said it really has to do with the weather but it can be delivered and placed out front.

Personal Committee:

No Report

Policy/By Laws:

No Report

Buildings & Grounds:

Terry reported, she decorated the Library for St. Patrick's Day.

Friends:

Suzanne reported, the Friends Book Sale will be coming up April 27th along with the Meet the Authors event.

G: Old Business:

Holiday Policy

Joan discussed with the Board that the Holiday Calendar should be voted on before December of the preceding year. The Policy Committee will be meeting in October to discuss the Holiday Calendar. Joan asked for a motion to vote on the current Holiday Calendar. John Pohler made a motion to approve the Holiday Calendar, Suzanne King seconded. All voted in favor.

H: New Business:

National Library Week:

Janet made a motion to approve a luncheon for the staff during National Library Week not to exceed \$200.00, Suzanne King seconded. All voted in favor.

I: Adjournment:

Suzanne King made a motion to adjourn at 7:59pm. Terry Vanleer seconded. All voted in favor.

Respectfully Submitted
Karen Uhl Transcriber

Joan Betterly President
Board of Trustees