

A. Call to Order:

The February 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, Kathryn Corrigan, James DeHart, Ron Garbowski, Suzanne King, Janet Mead, Allison Munch, John Valentine, Katrina Hauserman, Ashley Zimmerman. Excused: Joan Betterly

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 January 2026 Board Meeting

Motion to approved by Ms. King, seconded by Mr. DeHart. Roll call vote: Ayes- Ms. King, Mr. DeHart, Ms. Corrigan, Mr. Garbowski, 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 reviews the financial reports and payments of vouchers. Motion passed to close the executive session.

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

2. Approve Payment of Vouchers

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

3. 2026 Budget – Previously discussed

E. Director's Report:

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP

DIRECTOR'S REPORT

January 2026

E. Director's Report (continued)

Technology:

There are eight children's computers that are outdated and have begun to not work right as the adult computers did until we replaced them. We do not really use all eight, so I would like to replace only four of the children's computers and remove the other four.

I am looking into a computer company that creates computers for children that only have educational games on them. The company is AWE Learning. I attended a seminar at one of the Bridgeton Public Libraries and they have two of them. I am looking to possibly get one for the library after I do some further research.

Building:

Our alarm panel for the building kept have a code "comm failure" so I reached out to Franklin Alarm and they were able to remove the code. The technician did state the key pad is going to need to be replaced as some of the numbers are starting to require extra force to turn the alarm on and off.

The dome of the roof has been replaced as that is where the major leak was. Buildings and grounds state they will look into have the rest of the roof completed when the weather turns warmer.

Staff:

I held a Staff Meeting on Wednesday, February 4th. There was one question that the staff asked:

1. When can the staff expect to receive their retro checks for both health insurance and back pay?

The circulation staff has begun purging inactive files and using the year 2020 as our cutoff.

Chris and I have begun to look into the State Report to see what needs to be done to complete it.

I will be holding a staff meeting on Tuesday, February 24th at 9:30am.

Events:

The AARP has begun tax aide help. This year seems to be an easier process.

Incident Reports:

On 1/28/26 the police and EMT's were called as a patron reported that their friend was unresponsive. Police and EMT's arrived and were able to "wake-up" the patron whom stated he was fine that he is just a "heavy sleeper".

Tidbits:

Kyle should be returning from maternity leave in March and Nicole will be holding her first story time on February 26th.

E. Director's Report (continued)

Ms. Mead asks about the proper disposal of the library's technology equipment. Ms. Hauserman will research the different options the Township may offer. Mr. DeHart suggests she check with Bellia Tech. There is a discussion on the library's attendance counter, and exploring the idea of another one.

F. Old Business:

1. Cyber Training – Ms. Hauserman offered her assistance to the Board members who need to complete the cyber training.
2. Online Newspaper for posting of our meetings – The Courier Post
3. Disability Insurance -Ms. Hauserman states they pay into FLI, and the insurance is not mandatory. She is going to research different private companies. Mr. DeHart believes it is required to offer because they are a Government Entity. Ms. Zimmerman will follow up with Ms. Graise on the matter.
4. Projectors – Motion to approve two new projectors for Meeting Room A and B by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.

G. New Business:

1. Four new computers in the Children's Area – Discussion concludes that Ms. Hauserman does not need the Board's approval on the purchase.
2. "You are not alone" Project Box – Monroe Township Women's Club to place a box in the library for domestic violence victims. Motion to approve by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.
3. Technology Resolution – Waiting for the contracts to be finalized.
4. Temporary Library Director Resolution – Motion to adopt R: 7-2026 by Mr. Garbowski, seconded by Ms. King. Roll call vote: Ayes- Mr. Garbowski, Ms. King, Ms. Corrigan, Mr. DeHart, Ms. Kirsch, Ms. Mead, Ms. Munch, Ms. Samoyan. Nays- Zero. Abstentions- Zero.
5. Initiation of Civil Service Process for Permanent Appointment of Library Director Resolution

H. Committee Reports:

1. Garden - None
2. Personnel - Resolution created to start the process for the Library Director
3. Policy/By-Laws - March meeting
4. Buildings and Grounds – Ms. Mead requests a copy of the Engineering Report
5. Friends – Ms. Mead applied for 7 grants to Gloucester County Certified Gardeners, including one for Ms. King's daughter. All were approved. She requested the tax I.D exempt number. Book sale is on April 25th.
6. Budget and Finance – None
7. Décor - None

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

**February 18, 2026
7:00 p.m.**

I. Adjournment:

There being no further business, the meeting was adjourned at 7:39 p.m. by Mr. DeHart, seconded by Garbowski. Voice vote; All Ayes. Nays- Zero. Abstentions- Zero.

Next meeting: Wednesday, March 18th at 7:00 p.m.

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.