

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting November 18, 2020**

A. Call to Order: The November meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order at 7:00 p.m. by President, Suzanne King, followed by Pledge of Allegiance. Those present: Jeanne Kirsch, John Pohler, Barbara Chamberlain, Joan Betterly, Joyce Samoyan, Janet Mead zoomed Suzanne King and Samantha Snyder. President Suzanne King 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, Suzanne King opened the Public Portion of the meeting, no one from the public were present. The public could have zoomed in if they wanted to attend. Suzanne King closed the Public Portion.

C. Approve October 2020 Minutes: Motion to approve the October Minutes was made by John Pohler seconded by Joan Betterly All voted in favor.

D. Financial Reports: Motion to approve the Financial Reports for October was made by Joan Betterly, seconded by Joyce Samoyan All voted in favor.

E. Approve Vouchers: Motion to approve the payment of the Vouchers for October was made by Joan Betterly seconded by Jeanne Kirsch. All voted in favor.

F. Director's Report: Building: Samantha Snyder reported she is still waiting for Buildings & Grounds to find the time to fix the ceiling in the Children's Department. The leak has stopped but we need a replacement tile in the ceiling and repainting of the column that was damaged.

Buildings & Grounds have hung our wall mounted hand sanitizer bottle holders one at the Circ Desk and one at the Reference Desk. These lock the bottle inside so no one can walk off with it, a problem we had before the pandemic even started. The Township supplied us with a wall mounted thermometer for the staff to check their temperature coming into work. The Township also gave us an automatic hand-sanitizing station to put next to our thermometer but it was moved to the lobby as the patrons come in.

At the end of October the weather got colder so we switched the thermostats over to heat. For the first couple of hours the HVAC smelled a little like something was burning but that worked itself out. Remember that most of our units on the roof were replaced when the Library was closed for the pandemic.

Cats:
The kittens found in the back garden are strong enough to go home with Katrina and Brittany next week.

Staff:
Terry is back!

Martha is retiring at the end of December.

Other:
At the last meeting Samantha mentioned the Library Delivery system is back up in action. Then... suddenly we haven't had a pick-up in almost two weeks. Samantha got in touch with the head of LibraryLinkNJ and asked her if she could help out. Apparently the other Monroe Township Library in North/Central Jersey has had to close because of Covid cases amongst the Library staff and our delivery driver thought that this was our Library. The closure was also on a local news channel last Saturday and we received many calls asking if our Library was closed. After a little back and forth the two weeks worth of deliveries arrived on Thursday night and hopefully our delivery is back in action with the Libraries who wish to participate.

G. Committee Reports: Joan Betterly reported that the Friends of the Library would like to have a gift wrapping fund raiser for Christmas in one of the Library meeting rooms. Joyce Samoyan made a motion to veto the gift wrapping fund raiser. John Pohler seconded the motion. All voted in favor.

H. Old Business: Nicole Memorial: Jeanne Kirsch made a motion to go with a plaque for Nicole's Memorial. Joan Betterly seconded the motion. All voted in favor.

I. New Business: Opening the meeting rooms to the public. Barbara Chamberlain made a motion to not open the meeting rooms to the public at this time. Joan Betterly seconded the motion. All voted in favor.

J. Adjournment: A motion to adjourn was made by Joan Betterly and seconded by Joyce Samoyan at 7:50pm. All voted in favor.

Respectfully Submitted
Karen Uhl, Transcriber

Suzanne King, President
Board of Trustees