

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP**  
**BOARD OF TRUSTEES**  
Regularly Scheduled Meeting October 21, 2020

**A. Call to Order:** The October 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, Janet Mead zoomed, Joan Betterly, 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 September 2020 Minutes:** Motion to approve the September Minutes was made by Joan Betterly, seconded by Jeanne Kirsch. All voted in favor.

**D. Financial Reports:** Motion to approve the Financial Reports for September was made by Joan Betterly, seconded by Barbara Chamberlain. All voted in favor.

**E. Approve Vouchers:** Motion to approve the payment of the Vouchers for September was made by John Pohler seconded by Jeanne Kirsch. All voted in favor.

**F. Director's Report:** **Building:** Samantha reported a follow-up regarding the water leak in the Children's Department. The roofer has been out to check the roof and found a small hole which he patched. We also had a plumber out on Monday, October 12<sup>th</sup> to make sure the drain pipes are working properly. Buildings and Grounds will fix the bubbling drywall once we confirm the leak has stopped.

**Upcoming & Ongoing Distance Programs:** The Library is doing a Halloween Stay Parade Program. We will be marking up the front lawn so families can stand socially distanced more than 6 feet apart. The families will stay in one place and the Library Staff will dress up and hand out goodies whilst wearing gloves and masks. This is scheduled outside on Wednesday, October 28<sup>th</sup> at 11:30am and 2:30pm. Our patrons are super excited about this program.

Another program we have going on right now is the Pumpkin Pick-up. The Library is handing out tiny pumpkins and the kids are taking them home and decorating them. Parents are encouraged to share pictures of the finished product on our Facebook page. The parents/children can also bring the pumpkin in to us to take a picture to post on our Facebook page as well. These will be posted in a collage on our social media on National Pumpkin day which is October 26<sup>th</sup>.

**Little Library:** The accountant that is supposed to build us our Little Library is officially no longer answering my emails. I reached out to the Wood Working Place on the Pike and he told me to just buy one off of Etsy it would be cheaper than using him.

**Tutoring Room-Room:** By the time of the next Board Meeting the dividers will most likely be built and off to the side in the room in which we conduct the meeting.

**Staff:** As you know our long-time staff and family member Nicole Veit passed away suddenly on September 25<sup>th</sup>. Thank you to all of you who have been there with such kindness during this time. Our patrons have been wonderful too. The Library Staff are looking for ways to honor Nicole. The Board tabled this discussion until the next Board meeting.

Terry has been out for a surgery. She is doing very well. Every day she's getting stronger and cannot wait to return to work. She should be back next month. She calls us often with updates and Dylan emailed her pictures of us working.

The Township has approved us for hiring a full-time and a part-time Librarian in the near future. I have posted the full-time position and I'm hoping during that interviewing process we may find our part-timer as well.

**Other:** The Library Delivery system should be starting up again next week. Prior to this I have been meeting the other Libraries and swapping our materials once or twice a month.

**Cats:** The staff found 4 kittens in the Library Garden. The kittens were found the day after we had a very bad downpour storm. One kitten looked like he wasn't going to make it. A local friend and Library patron that fosters kittens for an animal shelter picked them up and is caring for them. She is working with the shelter to get the kittens their shots so they can be adopted. A local TNK group called Pet Savers is going to be coming out in the next couple weeks to make sure the adult cats do not make more kittens. This is done completely free of charge. The group asked us to feed them so they will be easier to catch.

**G. Committee Reports:** Clorinda, one of the Friends of the Library member, called Samantha and asked if the Friends could have an outdoor spring book sale. Joan Betterly and the rest of the Board discussed this idea and decided to table this for now.

**Garden Committee:** John Pohler said the garden should need one more cutting before next spring. He will be purchasing bird seed and suet for the winter.

**H. Old Business:** There is no old business to report.

**I. New Business:** Joan Betterly asked Samantha if the Library would be collecting canned goods for November and December for the community. Samantha said no because the Library would have to quarantine the canned goods for up to 96 hours. Janet Mead said the Middle school is collecting canned goods. Samantha said the Pfeiffer Center is also collecting canned goods.

**J. Adjournment:** A motion to adjourn was made by John Pohler seconded by Joan Betterly at 7:30pm. All voted in favor.

Respectfully Submitted  
Karen Uhl, Transcriber

Suzanne King, President  
Board of Trustees