

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting September 16, 2020**

A. Call to Order: The September 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: Joyce Samoyan, John Pohler, Barbara Chamberlain, Janet Mead, Jeanne Kirsch, Joan Betterly, Jennifer Brenner, 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 June Minutes: Motion to approve the June minutes was made by Joan Betterly, seconded by John Pohler. All voted in favor.

D. Financial Reports: Motion to approve the Financial Reports for June, July and August 2020 was made by Joyce Samoyan, seconded by Jeanne Kirsch. All voted in favor.

E. Approve Vouchers: Motion to approve the payment of the Vouchers for June, July and August 2020 was made by Barbara Chamberlain, seconded by Joan Betterly. All voted in favor.

F. Director's Report: Samantha Snyder reported, in brief, her Director's Report. She contacted Buildings and Grounds regarding some damage in the garden from the storms, the gazebo and the wall in the children's garden had minor damage. Samantha reported the leak in the children's area of the Library. She found the paperwork on our roof as we have a warranty. Bill from Buildings and Grounds will contact them.

Samantha has been in contact with the Williamstown Middle School and High School Libraries and has sent them a copy of everything we had on doing Curbside Pick-Up. She created a flyer and bookmark promoting Overdrive, Hoopla and online databases as well as the fact we are open.

Samantha told the Board her idea of opening up Meeting Room A for the tutors since we have been receiving a lot of phone calls asking if the tutor rooms are

available She presented the Board her idea of building 4 tutor stations separated by easily built dividers. We would have to adjust the Study Room Agreement a bit to reflect the fact they are now reserving a space rather than a room. A few other things would need to be noted in the policy, such as keeping a respectful noise level Covid precautions tutors are responsible for maintaining 6 feet distancing; wipe down surfaces; sanitize hands; etc. Jennifer Brenner suggested that the Library could help students who do not have access to computers can use the room for school. She said they would need access to our WiFi as well as laptops. Samantha stated yes we have laptops the students can use.

A motion was made by Joyce Samoyan to make Meeting Room A available for tutors as well as students. Seconded by Jennifer Brenner. All voted in favor.

G. Committee Reports: Joan Betterly reported that the Friends Committee has been receiving books but they are unable to schedule a book sale because the Library meeting rooms are closed to the public.

John Pohler reported that the Library garden is overrun with weeds because of all the rain and it is too much for him to take care of by himself. Janet Mead reported she had received an email from a scout leader and he has some scouts who need a service project. Janet will connect John with the boy scout leader who will provide John with scouts to help in the Library garden.

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

I. New Business: Suzanne King reported, that we were approached by Civil service and informed Samantha Snyder is officially our Library Director. The Board cheered and congratulated Samantha.

J. Adjournment: Jennifer Brenner made a motion to adjourn, seconded by Joyce Samoyan at 7:20pm. All voted in favor.

Respectfully Submitted
Karen Uhl, Transcriber

Suzanne King, President
Board of Trustees