

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

Regularly Scheduled Meeting March 17, 2021

A. Call to Order:

The March 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, Barbara Chamberlain, Joan Betterly, Jeanne Kirsch, John Pohler, Ron Garbowski, Janet Mead, 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. Ron Garbowski preceded to swear in Suzanne King as President and Joan Betterly as Vice President.

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 February 2021 Minutes: Motion to approve the February 2021 Minutes was made by Barbara Chamberlain seconded by Joan Betterly. All voted in favor.

D. Financial Reports: Motion to approve the Financial Reports for February 2021 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 February 2021 was made by Joan Betterly seconded by Barbara Chamberlain. All voted in favor.

F: Director's Report:

Building: Samantha Snyder reported that there has been water damage in the ceiling of the Reference area for a while. Samantha had gotten in touch with Flex(roofing company) in January and then again in February. Flex had finally got back in touch with Samantha and scheduled an appointment to come out on Wednesday March 10th. Bill from Buildings & Grounds met the repairman here and they went into the Reference area and outside to check the roof. The repairman suggested to Bill to go up on the roof the next time it rains and take a video of how the water is running on the roof. The roof company has admitted something is wrong with the roof and it can be fixed under warranty. The solution to the problem will just take more time.

Governor Update:

The Governor has increased the maximum capacity allowed in the Library starting Friday, March 19th. The maximum capacity now stands at 100 people. The Governor has continued to stress that masks must be worn while on Government property even if the patron has been vaccinated. Samantha will increase the Library's browsing and computer time from 30 minutes to 1 hour starting Friday and see if anything changes.

Samantha reported at this point more than 80% of staff members do not qualify to receive the vaccine yet or haven't been able to make an appointment. Plans for Spring and Summer Reading Programming are most likely going to be outdoor programming. The Librarians will be meeting soon to discuss their Summer Reading plans. Samantha reported that outdoor programming is probably our best move until at least the Fall. Then we'll revisit and see where we are at State numbers-wise and number of Employees fully vaccinated-wise.

Samantha received notice from the NJLA that Library Workers have been moved to category 1C and will be able to start receiving the vaccine after April 1st. This is a step in the right direction for our safety.

Staff:

Samantha reported at our last meeting the idea of reinstating the Monroe Library Staff Meetings was brought up. Samantha scheduled one for Friday, March 26th at 9AM. The meeting also has a Zoom option which she has emailed to everyone. Samantha will not be able to do this monthly like we did because we do open at 10AM on Fridays now and it will leave limited time for a staff meeting.

Cats:

Samantha reported she is scheduled to trap more cats on Sunday, March 21st. Hopefully no one gets pregnant before then so we don't have more kittens this coming Spring. Samantha reported she has about five left to catch.

Other Tidbits:

Samantha reported that the Library's first Blood Drive was scheduled to take place the day after the last Board Meeting. It had to be cancelled due to the snow storm on that day. Samantha reported our first Blood Drive is scheduled for tomorrow instead. We have 43 out of a possible 63 people signed up. This will be our first event taking place in Meeting Room C with the exception of AARP. The church is also interested in returning at some point.

Samantha reported that she asked the Children's and Teen Librarians if they are interested in circulating their magazine collection and they would like to give it

a shot. The adults often read and photocopy their magazines here but she does not believe children have that kind of attention span so our children's magazine collection doesn't get used much. Also, many magazines have gone under during the pandemic so we have ordered some fresh new titles so hopefully these will be interesting to children and patrons who would like to take them home.

Samantha reported that the State Report has been submitted and she made a small Annual Report for this year.

Samantha reported that our first outdoor Spring program will be taking place Wednesday, April 14th. We will be having a Bunny Hop at two different times. One in the morning for the little ones and one at 3pm for the school aged children. Much like our Halloween program this will take place in the back parking lot where the children will stand socially distanced from each other and the Library Staff will (wearing masks, gloves and bunny ears) distribute goodies. The children are encouraged to wear bunny ears as well but it is not mandatory.

G: Committee Reports:

John Pohler reported he has scheduled his Spring garden clean-up for Saturday, March 27th from 10:00am – 12:00pm, with Saturday, April 10th 10:00am – 12:00pm as a rain date. He asked Samantha if she would call Grimestoppers and have them empty the trash cans in the garden, they are loaded with trash.

Joan Betterly reported the Friends had a meeting of their Board and decided they would have a book sale this September. They have scheduled the book sale for the second weekend of September, Saturday, September 11th and Monday, September 13th. They will set up on Friday, September 10th and take down on Tuesday, September 14th/. Joan reported they will not be taking any more donations until after the book sale because the closet is full. The Friends' next meeting is April 12th at 2:00pm.

H: Old Business:

Ron Garbowski reported the construction for the Library's solar panels will be starting in about two – three months. Ron reported he will coordinate a construction meeting with the contractors regarding any questions about the solar panels.

I: New Business:

There was no new business to report.

J: Adjournment:

A motion to adjourn was made by Joan Betterly and seconded by Joyce Samoyan at 7:35pm. All voted in favor.

Respectfully Submitted
Karen Uhl, Transcriber

Suzanne King, President
Board of Trustees

