

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP  
BOARD OF TRUSTEES  
MARCH 2025**

A. Call to order

The March meeting of the Board of Trustees of the Free Public Library of Monroe Township was held at the Township offices building. Said meeting was called to order by President, Joan Betterly at 7:00PM. Followed by the Pledge of Alligence. Present were: Joan Betterly, Joyce Samoyan, Suzanne King, Jeanne Kirsch, John Pohler, John Valentine, Ron Garbowski, Allison Munch and James DeHart.

- B. President, Joan Betterly, confirmed that tonight's meeting was being held in compliance with Open to the Public Meetings Act. Christopher Ciccotelli and his mother, Paula Ciccotelli, were in attendance to voice their concerns about why Christopher was banned from the library. James DeHart gave an explanation why he was banned. After the explanation both of the Ciccotelli's left the meeting having been told that they will receive an explanation of the Board's decision within ten (10) days from the Township Solicitor. Ron Garbowski felt that the trespass should be upheld. Discussion on Ron's suggestion. Ron Garbowski made a motion that we ask the Township Solicitor, Sandra Graise, for her determination on this matter. Seconded by Jeanne Kirsch. All voter in favor.

President, Joan Betterly, introduced our new transcriber, Desiiree Mancini. Motion to accept Desiree Mancini as our transcriber was made by Joyce Samoyan. Seconded by Suzanne King. All voted in favor.

- C. President, Joan Betterly asked for approval of the January 2025 and February 2025 Board minutes. John Pohler made a motion to approve both the January and February 2025 Board minutes. Seconded by Joyce Samoyan. All in favor.

D. Financial Reports:

1. Off the record while the Board reviewed the financial reports. Back on record. John Pohler made a motion to approve the February 2025 financial reports. Seconded by Ron Garbowski. All voted in favor.

2. Off the record while the Board reviewed the payment of vouchers. Back on record. Suzanne King made a motion to approve the payment of vouchers. Seconded by Jeanne Kiarsch. All voted in favor.

E. Directors Report:

Technology:

Samantha Snyder reported that the Monroe Township Library card holders will now have PINs associated with their accounts starting April 7<sup>th</sup>. The PINs will be the last 4 digits of the library card number until the patron either logs in and changes it or requests a staff member changes it for them (in person).

Fred from Bella Tech said some of the staff member computers are getting old and will need to be upgraded soon.

**Building:**

After the wrong size bulbs being delivered twice, the lights in the library have finally been fixed. After the lights were fixed, the battery in the fire alarm died. When I arrived on Tuesday morning, I called the company and asked for a replacement battery. On Thursday March 13<sup>th</sup> someone came out and replaced the battery.

**Events:**

The Annual Art Show with Miss Gina has been booked for the evening of May 6<sup>th</sup>. For the end of May and beginning of June the early voting and primary election day are written on the schedule.

**Tidbits:**

We received a large donation of DVD's from another library. The circulation desk has been weeding out some of the older ones condition and replacing discs as needed.

On Wednesday, March 12<sup>th</sup>, there was a trip and fall in the foyer area. Procedure was followed with sending everything over to HR at the township. The man was ok, just mostly embarrassed that two lovely paramedics had to help him up and check out.

**F. Committee Reports:**

1. Garden Committee: John Pohler reported that the bird of paradise has been removed. He has spent \$86.00 replacing pots. Clean up has been scheduled for April 4<sup>th</sup>, rain date April 11<sup>th</sup>.

2. Personnel Committee: No report.

3. Policy/By-Laws Committee – No report.

4. Building & Grounds – John Pohler reported on various outside lights.

5. Friends – Suzanne King reported that the book sale is scheduled April 26<sup>th</sup>. Early bird is from 9AM to 10AM with general shopping from 10AM to 2PM. Set up is Friday April 25<sup>th</sup> at 3PM. We received a check in the amount of \$1,000.00 from George VanLeer (Terry VanLeer's husband) which will be used toward replacing the sofa in the children's library. This sofa is being dedicated in honor of Terry VanLeer who was a member of the Trustee Board and a member of the Friends Committee. Media will be contacted once date has been set for dedication.

**G. Old Business:** 1 Appeal Vote. President, Joan Betterly, reported that we will turn the appeal of the Ciccotelli's over to our township solicitor for opinion. Ron Garbowski made a motion that we ban Christopher Ciccotelli for life based on the Township Solicitor's opinion. Seconded by Suanne King. All voted in favor.

2. Shared Services For Payroll. John Pohler made a motion that a Yea or Nay vote for shared services for payroll be made. Seconded by Ron Garbowski. Joan Betterly, Allison Munch, Suzanne King, Joyce Samoyan, Jeanne Kirsch, John Pohler and Ron Garbowski all voted Nay. James DeHart abstained.

3. Conduct Policy Review. It was determined that the current conduct policy needs to be rewritten as to suspension/appeal procedure. The Policy Committee consisting of Ron Garbowski, Joyce Samoyan, Suzanne King and Joan Betterly will meet.

H. New Business:

1. Incident/Police Reports: it was strongly suggested that any and all incidents that happen at the library be immediately reported to the police and that the Director is to receive a copy of the Police report.

2. Negotiations Update: President, Joan Betterly, has been informed the library employee will be under union contract in late spring to be presented to the Trustees. Ron Garbowski, Joyce Samoyan, James DeHart and Joan Betterly would like to be on the negotiations committee.

3. Not on the agenda: President, Joan Betterly, mentioned that she has been approached by individuals asking if our library receives federal grant money and if so will any of that money is being cut by the Federal government. As an aside, James DeHart mentioned that the 1/3 mill that our library received this year is an 11% increase from last year's budget.

There being no further business, the meeting was adjourned at 8:15PM. Motion to adjourn the meeting was made by John Pohler. Seconded by Joyce Samoyan. All voted in favor.

Respectfully submitted,  
Suzanne King  
Secretary