

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

Regularly Scheduled September 2024

**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 7:00pm by President Joan Betterly followed by the Pledge of Alligence. Those present: John Pohler, Joyce Samoyan Allison Munch, Suzanne King, Janet Mead, Terry Vanleer, Councilman Ron Garbowski, Samantha Snyder and President Joan Betterly. President Joan Betterly confirmed that tonight's meeting was being held in compliance with the Open to the Public Meetings Act.

**B. Public Portion (Open/Close):**

President Joan Betterly opened the public portion of the meeting. There was no one from the public attending the meeting. Joan Betterly closed the public portion.

**C. Approve Minutes June 2024:** Motion to approve June Minutes was made by Suzanne King seconded by Joyce Samoyan. All voted in favor.

**D. Approve June, July, August 2024 Financial Reports:** Off the record while the Board reviewed the financial reports. Back on record. Suzanne King made a motion to approve September financial reports, seconded by Joyce Samoyan. All voted in favor.

**E: Approve Payment of June, July, August 2024 Vouchers:** A motion was made by Joyce Samoyan to approve payment of vouchers, seconded by Terry Vanleer. All voted in favor.

**F: Directors Report:**

**Technology:**

Samantha reported, Fred from Bellia told her we have a great warranty on our newish Dell Desktops for the public. Samantha reported, we had a few repair calls about a couple that had loud fans and they are back in working order. Sam reported, the fan replacements were completely free and we plan on using our warranty for any future issues as well.

**Building:**

Samantha reported, on Tuesday May 21<sup>st</sup>. she put a work order in for a new New Jersey State Flag, and the work order is still open. Samantha reported, Buildings & Grounds told her the flags are on back order. Samantha reported, she bought two off of Amazon but Buildings & Grounds told me to return them because of their poor quality, we are still flagless.

Samantha reported, she has been putting work orders for things that are wrong with the Library building without seeing much of a response. Samantha reported, we had Dynamic Tint put mirror tinting on the windows in the Circulation Office. Samantha reported, we all really like it, however, it would work better if all of our lighting in the Library (specifically the Marketplace area) was working fully and properly. Samantha reported, many bulbs are out and this makes it hard to see through the tint. Samantha reported , she put a work order in for this but have yet to receive a response. Samantha reported, she has placed a copy of open Work Order Ticket in the Board's folders.

**Events:**

Samantha reported, we have two big events coming up, The Friends Book Sale and Tea Tasting. Samantha reported, the Junior Gardeners had their last meeting and I hope this event happens again next year. Samantha reported, another popular program is the Williamstown High School's Robotics Club, they have a Seminar every couple months here, and the kids seem to love it. Samantha reported, yoga is back for the fall session, the Friends paid for the first two months (September & October) and the Williamstown Lions Club paid for the month of November.

**Tidbits:**

Samantha reported, she received a random phone call on August 5<sup>th</sup> asking me if we wanted some new Book Bins to replace the Discover Books Bins, I immediately said yes! Samantha reported, the crew came out shortly after and installed them.

**Motion:**

Joyce Samoyan made a motion that the Library dedicate the second week in November a program Food for Fines and the food will be taken to the food pantry. Suzanne King seconded. All voted in favor.

## **G: Committee Reports:**

### **Garden:**

John reported, he received an email from Samantha that someone left a plant in the vestibule and could he look at it and possibly take care of it. John reported, the plant is looking pretty bad but he would do what he could, he feels it will probably not live.

### **Personal Committee:**

The Personal Committee will be meeting on Tuesday 10/22/2024 at 11:00am in the Board Room.

### **Policy/By Laws:**

Janet Mead made a motion to amend the Code of Conduct Law to include in any violation of Local, State and Federal Law, Joyce Samoyan seconded. All voted in favor.

### **Buildings & Grounds:**

Joan reported, the decorating committee did a fabulous job with the fall decorations.

**Friends:** Suzanne reported, the Friend's next book sale will be on October 18<sup>th</sup> and 19<sup>th</sup>, set-up on the 18<sup>th</sup>. early bird sale on the 19<sup>th</sup>. from 9:00am – 10:00am. Suzanne reported, they discussed closing early on the 19<sup>th</sup>, the Givers Place will also be at the Book sale with hotdogs, snacks and beverages. Suzanne reported, the Friends will have there Christmas gift wrap on 12/7/24.

## **H. Old Business:**

Councilman Ron Garbowski will be retiring from Council on 12/31/2024. Joan asked Ron if he would like to be a five year term Board Member starting in January of 2025 and Ron accepted the position.

## **I: New Business:**

Budget news, Joan reported, she, and Samantha had a meeting with Jim DeHart, Lorraine Boyer and Monica McBride to discuss the Township's version of the Library budget and the Library's version of the Library budget. A discussion ensued.

Complex Dedication: Joan reported, The Mayor told Joan instead of renaming the Library “The Michael Gabbanelli Library they decided to name the Library property, with the Williamstown Garden and Labrynth “The Michael Gabbanelli Complex” with a sign and a bench. The dedication will be on Saturday 10/21/24

Volunteer Tea: Joan reported, the Volunteer Tea will be on Friday 12/13/24 at 10:00am.

**I: Adjournment:**

Joyce Samoyan made a motion to adjourn at 8:30pm Suzanne King seconded.  
All voted in favor.

Respectfully Submitted  
Karen Uhl Transcriber

Joan Betterly President  
Board of Trustees











