

LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, April 22, 2020
Recorded virtual meeting

President Nick Ciampi called the meeting to order at 5:48 p.m.

It was noted that the meeting was being held in compliance with the **Open Public Meetings Act**.

Roll Call:

Kevin McNeil	<i>present</i>	Nicholas Ciampa	<i>present</i>	Nabil Choueiri (NBC)	<i>present</i>
Iris Kislin	<i>present</i>	Mayor Kramer	<i>present</i>	Edward Ward	<i>present</i>
Tom Lennon	<i>absent</i>	Agnes Kulu-Banya	<i>absent</i>		
January Adams	<i>present</i>				

Iris motioned to open the meeting to public comment. There being no public present, the meeting was closed to public comments.

Kevin motioned to approve the minutes of the February 26, 2020 meeting. NBC seconded. Agnes and Iris abstained. Kevin, NBC, Ed, and Nick were in favor

Director's Report:

January presented the financial reports of the **Director's report** for the month of March. The financial reports were filed for audit.

January highlighted various aspects of the narrative section of her monthly report. She noted that:

- The report covered events at the library shortly before it was closed to the public and for the weeks afterwards. The library was able to provide information and many online activities for the residents of Franklin Township.
- Prior to closing for the pandemic, the library held a women's history program featuring a first-person actor from the American Historical Theater portraying Annie Oakley.
- *Green Eggs & Slime* was the most popular Youth Services program during early March.
- The Head of Youth Services has been presenting many virtual story times.
- The Young Adult Librarian has been very active online with the teen residents of the township.
- Members of the Adult Services department have been focusing their efforts on the library's digital offerings and social media.

President's Report:

Nick referenced the letter that he had sent to Freeholder Melanie Marano and to FTPL board members. Nick had noted that the county had stated it would assist libraries in Somerset County with their Construction Bond grant applications, so he asked Ms. Marano if that aid was available to FTPL. January stated that after Nick wrote to Ms. Marano, Chris Korenowsky from Somerset County Library had contacted her about FTPL's grant. Mr. Korenowsky kindly reviewed FTPL's nearly completed grant application and made a few suggestions. January was appreciative of his efforts.

Correspondence and communications:

See President's Report

Old Business:

The Mayor, citing the financial issues that the township could be facing, stated that he thought the library board should not proceed with anything other than the grant application for the proposed southern branch. Nick responded that he had asked the Reynolds Group to delay beginning work on the subdivision of the land. He added that the work had had to stop anyway because the county clerk's office was currently closed.

New Business:

January outlined her plans for those employees who were not able to work from home to earn credit by taking online courses related to libraries, or by doing community service not involving contact with other people, or by doing tasks at the library such as shelf reading or discharging materials. Staff members would be reminded that if they wished they could also use any sick, personal or vacation time that they had accrued.

She then discussed her proposal for library services for the time immediately following the lifting of Governor Murphy's executive order. At that time, there would not be any access to the building by the public. Instead, the library would adopt a restaurant-type model and provide curbside service for those patrons who had placed items on hold. Staff members would bring items to a table located outside of the building for pick up. Online programs and services would continue. All other services, such as on-site programs and public computer usage, would be gradually phased in at a later time, depending on the status of the pandemic.

Nick asked about the status of the Youth Center. The Mayor replied that since the building project was considered essential, construction was continuing.

The next meeting will be May 27, 2020.

Iris motioned to adjourn the meeting and Ed seconded. All were in favor and the meeting was adjourned at 6:26 p.m.

January Adams
Director of Library Services