

LIBRARY BOARD OF TRUSTEES

MEETING MINUTES

Wednesday, Nov 20, 2019

This meeting was videotaped.

President Nick Ciampa called the meeting to order at 5:30 p.m.

**Pledge of Allegiance**

**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>excused</i>	Edward Ward	<i>present</i>
Tom Lennon	<i>absent</i>	Agnes Kulu-Banya	<i>excused</i>		
January Adams	<i>present</i>				

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

The meeting was opened to public comment. Fernandra Harris, who lives in Franklin Park “near the branch library,” stated that She used the branch library and was very pleased with the facility and the friendly and helpful staff. However, an incident had occurred a “couple of weeks ago” that she was extremely concerned about as she believed it “impeded public safety” and that the board should be aware of it. According to Ms. Harris, while she was sitting in the library in the late afternoon the fire alarm went off for approximately “1 ½ to 2 minutes.” She described the event as “harrowing.” She was upset that she did not know beforehand that the alarm would go off and that the staff did not keep patrons informed after it went off. Since then, she had learned that the alarm was triggered at the end of routine maintenance work that was being done by the landlord. Nick thanked her for her comments and told her that in the future the library branch would inform occupants of the alarm going off if they knew about it ahead of time.

Kevin motioned to approve the minutes of the October 23, 2019 meeting. Ed seconded and all were in favor.

**Director’s Report:**

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

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

- *The Courier News* had named the library a Readers’ Choice Winner for *One of the Best Public Libraries 2019!* This is the second year in a row that the library has received this award.
- One thousand, nine hundred and fifty-one people attended 107 programs held at the library and the branch during the last month.
- The big event of the month was Diwali Dhamaka on October 26 that was attended by 120 people. Many staff members worked tirelessly on preparing for this event. Several had contributed personal artwork and costumes.
- Thanks to staff members’ documentation and follow-up, the errors that had been occurring in the library’s Baker and Taylor orders had dramatically decreased.

**President’s Report:**

None

**Correspondence and communications:**

None

**Old Business:**

None

**New Business:**

Iris motioned to approve the proposed 2020 board meeting schedule with the December meeting date changed to December 16. NBC seconded and all were in favor.

Wednesday	January 22, 2020	5:30 p.m.
Wednesday	February 26, 2020	5:30 p.m.
Wednesday	March 25, 2020	5:30 p.m.
Wednesday	April 22, 2020	5:30 p.m.
Wednesday	May 27, 2020	5:30 p.m.
Wednesday	June 24, 2020	5:30 p.m.
Wednesday	August 26, 2020	5:30 p.m.
Wednesday	September 23, 2020	5:30 p.m.
Wednesday	October 28, 2020	5:30 p.m.
Wednesday	November 18, 2020	5:30 p.m.
Wednesday	December 16, 2020	5:30 p.m.

Iris showed the board a copy of the monthly publication from Somerset Run, titled *The Somerset Run Extra*, as an example of the extensive coverage that the library receives each month.

The following resolution was presented:

WHEREAS, Section 8 of the open Public Meetings Act, (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting under certain circumstances; and

WHEREAS, the Franklin Township Public Library Board of Trustees is of the opinion that such circumstances do exist;

NOW, THEREFORE, BE IT RESOLVED by the Franklin Township Public Library Board of Trustees in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters:
2. The general nature of the subject matter to be discussed is as follows:
  - a) Property negotiation
3. The Franklin Township Public Library Board of Trustees may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This resolution shall take effect immediately.

The aforesaid resolution was moved by Ed and seconded by Iris. All were in favor and the board adjourned into Executive Session at 5:50 p.m.

Iris motioned to close Executive Session, NBC seconded, all were in favor and the board reopened the meeting to the public at 6:10 p.m.

Kevin motioned to authorize January to hire a civil engineer to look into the proposed land acquisition. NBC seconded and all were in favor.

**Public Comment (part 2)**

The meeting was opened to public comment. There being no public comments, the meeting was closed to public comments.

The **next meeting** will be December 11, 2019 at 5:30 p.m.

Iris motioned to adjourn the meeting and Kevin seconded. All were in favor and the meeting was adjourned at 6:15 p.m.

January Adams  
Director of Library Services