

LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
Wednesday, December 16, 2020  
Recorded virtual meeting

President Nick Ciampa called the meeting to order at 5:45 p.m.

Pledge of Allegiance

Nick stated that the virtual 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>absent</i>	Edward Ward	<i>present</i>
Tianna Gresham	<i>present</i>	Agnes Kulu-Banya	<i>present</i>		
January Adams	<i>present</i>				

There being no members of the public signed on for the public comment portion of the meeting, the public comment portion of meeting was closed to the public.

NBC motioned to accept the minutes of the November 18, 2020 meeting with the addition of the words “the public comment portion [of the meeting]...” in the public comment sections of the meeting. Agnes seconded. All were in favor.

**Director’s Report:**

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

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

- The library is hosting the township’s Giving Tree this year. The tree looks beautiful – especially at night.
- The library held 18 adult programs that were attended by 378 people. The Youth Services Department held nine programs on the Kids’ Blog and in-person.
- The Winter 2021 reading Program, *Warm Up with a Good Book*, will run from December 21 through February 28.
- Looking ahead, the Summer 2021 Reading Program will be titled *Tails and Tales*.

**President’s Report:**

Nick reported that he had received a letter from the New Jersey State Library verifying the award of a Construction Bond Act grant of \$1,314,000 to the library for the southern branch and congratulated January on her successful application.

He also noted that an anonymous complaint from a staff member about alleged non-compliance with Executive Orders #137 and #192 had been sent to the Mayor and PEOSH. January had responded in detail and received a reply from PEOSH that her reply had been satisfactory and that the case was closed. Nick had been at the library on December 8 and determined that the library was in compliance. In addition, January had sent an email to all staff members urging them to maintain covid-19 safety measures and to respect other staff members’ concerns.

Nick concluded by reminding the group that election for new officers would be held at the January 2021 meeting.

**Old Business:**

None

**New Business:**

Following a discussion of fundraising, Nick said that he would appoint a few people to investigate the best methodology next year.

Iris motioned to proceed with asking Iovino + Arcari Architects to draw up a contract to perform architectural services for the southern branch as per the firm's proposed service fee that board members had reviewed. Kevin seconded and all were in favor. Once received, January will forward it to our lawyer for review.

NBC motioned to release from confidential, the minutes of the following executive sessions: June 27, 2018; Feb. 27, 2019; March 27, 2019; June 26, 2019, Sept. 25, 2019; Oct. 23, 2019; Nov. 20, 2019; and Jan. 22, 2020. Kevin seconded and all were in favor.

There being no members of the public signed on for the second public portion, the public comment portion of the meeting was closed to the public.

**The next meeting** will be January 27, 2021

Board members exchanged holiday greetings and wished Tianna best wishes on the upcoming birth of her baby.

Ed motioned to adjourn the meeting and Kevin seconded. All were in favor and the meeting was adjourned at 6:17 p.m.

January Adams  
Director of Library Services