

LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, September 22, 2021
Recorded virtual meeting

President Nick Ciampa called the meeting to order at 5:53 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>present</i>	Edward Ward	<i>present</i>
Tianna Gresham	<i>present</i>	Agnes Kulu-Banya	<i>present</i>		
January Adams	<i>present</i>				

The meeting was opened for the first of two public comment opportunities. Nick announced that the first public portion could be used for comments about any topic. The second would be restricted to comments about topics that had been discussed during the meeting. Individuals could speak at both sessions, but would be limited to three minutes.

There being no members of the public that wished to speak at this time, the public comment portion of the meeting was closed.

Tianna motioned to approve the minutes of the August 25 meeting. NBC seconded and all were in favor.

Director's Report:

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

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

- During August, the library held 22 adult programs with 417 attendees. The Youth Services Department posted four new programs on the Kids' Page in addition to hosting 13 in-person, outside, programs and 2 Story Times to Go. Attendance was 121.
- The gazebo has been a great location for the library's outdoor programs.
- All three summer reading programs have concluded. One hundred and fifty children read 2,283 books for 167,526 minutes. Ninety-two teens registered for that program and reported 1,880 hours of reading time. One hundred and twenty-seven adults recorded reading 378,408/minutes – approximately 1,261 books – marking a large increase since last year.
- January attended a meeting on September 3 to discuss the Planning Board's recommendations for the southern branch and to review the project's status. The bid advertisement was submitted on September 16 but was not published in a timely manner because the *Courier News* only informed January, upon her inquiry, on September 22 that it had not accepted the bid advertisement, even though the submission had been confirmed, because it needed to be pre-paid. Upon learning this, Vince Domenach had resubmitted the bid via his township email account and publication was expected at the earliest possible date.
- The Outreach Librarian distributed 70 adult event calendars at the Franklin Community Picnic on August 28.

President's Report:

Nick reported that he was able to arrange for the Board of Education to share the costs of the subdivision of the plot that the southern branch will be built on. Each share is \$5,500.

Correspondence and communications:

- “Planning Board Reviews Library Branch Plan, Makes Recommendations,” *Franklin Reporter & Advocate*, August 19, 2021
- “Library Board Set to Seek Construction Bids in September,” *Franklin Reporter & Advocate*, August 25, 2021

Old Business:

None

New Business:

NBC motioned to move the October 27 board meeting to November 3 so that the construction bid could be awarded at that meeting. Agnes seconded and all were in favor.

Mayor Kramer noted that, in addition to notifying the public of the date change, January might have to make a second notification that the meeting would be held in-person if the township council decided to make that change.

The meeting was opened for the second of two public comment opportunities. Bill Bowman, editor of the *Franklin Reporter & Advocate* asked about the construction costs of the new building and where he could find the building’s design plans. January replied that she would get this information to him as soon as possible.

Since there were no other members of the public that wished to speak, the public comment portion of the meeting was closed.

The next meeting will be on November 3, 2021.

Kevin motioned to adjourn and Ed seconded. All were in favor and the meeting was adjourned at 6:18.

January Adams
Director of Library Services