

Eisner Memorial Library 84 West Front Street Red Bank, NJ 07701

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Board Meeting of the Trustees Meeting Minutes

Meeting Date: April 20, 2023 | Time: 6:30pm | Location: Library Meeting Room

- I. Call to Order: 6:33pm
- II. Open Public Meetings Act: Let the minutes reflect that, in compliance with the Open Public Meetings Act, notice of this meeting has been provided by notifying via email the Asbury Park Press, the Two River Times and redbankgreen and by filing the same with the Borough Clerk on January 12, 2023.
- III. Roll Call: In attendance: Sara Siegler (virtual), Jim Whyte, Sarah Corrado, Ann Goldman, Sue Viscomi (Virtual), Robin Gedrich (Virtual), Stephen Hecht, Jared Rummage (655pm). Absent: John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.
- IV. Approve Board Meeting minutes
 - A. Approve March 23, 2023 Regular Board Meeting Minutes: Motion by Stephen Hecht, 2nd by Jim Whyte. Abstain: None. Absent: Jared Rummage, John Jackson, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.
- V. Treasurer's Report
 - A. **Bill List – Action Item: \$19,391.99** Motion by Sue Viscomi, 2nd by Sara Siegler. Abstain: None. Absent: Jared Rummage, John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.
- VI. Director's Report:

CURRENT PROJECTS

NJCBG: Eleni is working with the architect to ensure the ADA-compliant front door automatically opens and has a push-button to exit. This prevents small children from rushing out of the building into the parking lot and the street.

Library Centennial Celebration: Did you know that 100 years ago, the Borough of Red Bank voted to have a public library? A centennial celebration all year long from November 2023 - November 2024 is being planned. (The Library did not open as a Public Library until January 1, 1924) The Foundation and staff will host several events.

Foundation Board Liaison: With Ann Ciabattoni's departure, the Foundation is seeking a member of the Library Board to sit in her place as Board Liaison to the Foundation. The Foundation meets bimonthly for regular business and more frequently as needed for more significant events and programs.

Update Policies: The Library is looking to update several policies to serve the public better, including the technology policy to update the price of the poster printer.

NJLA Conference: As an institutional member, all RBPL staff are the New Jersey Library Association members. This year, Eleni & Candyce asked staff members if they would like to attend. We had an overwhelming reply that most of our staff would like to participate on Thursday, June 1, as we request that the Library be closed to the public for this extraordinary professional development event. The Board agreed that closing on June 1st is a beneficial staff development day.

National Library Week: The Library will host various activities during National Library Week.

IMLS Grant: Eleni and Candyce met with the representative from SHI and OnShore Technologies to discuss details regarding the hybrid meeting room and to create an updated quote as technology has changed with

the overwhelming demand for such a service.

LMxAC Executive Director Meeting: Eleni & Candyce met with Eric Lozauskas, the new Director of LMxAC. He informed them of some changes to existing software the Library utilizes and the potential that LMxAC will offer IT support for member libraries, as several smaller-sized libraries have expressed interest and need such a service.

Library Assistant Open Position: The library has received several applications for our one open position. Due to pre-scheduled vacations, Eleni and Candyce expect to start scheduling interviews this coming week and will be making a recommendation to the personnel meeting before the May meeting.

2023 FDS - Mandatory Filing: By now, all of you should have received an email from Laura Reinertsen regarding the annual filing of Financial Disclosure Statements. This is a State Mandated filing; board members who do not file by April 30 are subject to being fined. If you have any questions or concerns, don't hesitate to contact Candyce or me.

Driver's License Appointments: Victoria and Itzel will assist Spanish Speaking residents looking to schedule an appointment for a Driver's License exam through the MVC website. Numerous nefarious individuals in the area are charging residents an absurd amount of money for this service. We want to ensure that our residents are not scammed and receive the help they need.

SERVICES AND PROGRAMMING

Eisner Opportunity Lab: The Lab will host Getting Started with Excel on April 24 at 12 pm and Basic PC and Hardware Skills on April 26 at 6 pm.

Beginner Bridge Lessons: Our Beginner Bridge Club is just as popular as our regular Bridge Club.

LTAR: This month, Let's Talk About Race focuses on the Lenape Legacy with Claire Garland as the guest speaker.

Silver Connections: The Library staff is reviving Senior Day, with a new name - Silver Connections. On the fourth Thursday of each month, there will be activities for seniors. We are also looking into offering a discounted pay card for individuals 62+.

Sophia the Dog: Stop by the Library on the first Tuesday of the Month at 6 pm to read The Therapy Dog to Sophia. Sophia, the Therapy dog, will also be present as part of our Silver Connections program.

Petting Zoo: One of our most popularly attended events is back! On May 20, the Petting Zoo in the Backyard will be available from 10:30 - 12:30pm

Virtual Author Visit: RBPL welcomes author Valerie Bolling, who will share her new picture book Ride, Roll, Run with us. This program will be live virtually on Sat, April 22, at 4 pm.

RELATIONSHIP WITH THE BOROUGH

DPW: We're happy to report that Terrence Walton is now the Department of Public Works Director. Terrence reached out to Candyce and Eleni regarding the installation of the mural project. He will be stopping by to assist with how that will be handled.

Recreation: Eleni and Candyce had a meeting with Oscar Salinas from Recreation. They discussed hosting the Hispanic Heritage festival in the Library's Backyard. However, the appropriate electricity for such an event is not available at the library. We would look into purchasing the equipment, as a shared expense, necessary to put on concerts which would enable the possibility of future collaborations. Stephen Hecht supplied contact information for the musical equipment to Eleni and Candyce during the meeting.

RBPL IN THE PRESS

TapInto: Continues to publish our weekly newsletter.

Two River Times: The Two River Times continues to cover our Let's Talk About Race Series. This time they covered our talk on unheralded activist Pauli Murray. The article was both on the front page and on their online edition.

VII. President's Report: None

VIII. Committee Report:

A. Personnel: None

B. Buildings and Grounds: Eleni, Candyce and Jared met on April 19th to review the assessment proposal and how to move forward.

C. Finance: None

D. Policy Review Ad Hoc Committee: None

E. Strategic Plan Ad Hoc Committee: None

IX. Foundation Report: - Liaison to the Foundation - Eleni reported that in the absence of Ann Ciabattoni, the foundation is looking for a Liaison between the Library Board and the foundation.

X. Old Business: None

XI. New Business

A. Resolution 23-09: Director FY23 Salary: Motion by Stephen Hecht, 2nd by Jim Whyte. Abstain: None. Absent: Robin Gedrich, Jared Ramage, John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.

B. Resolution 23-10: Adopt FY2023 Salaries Permanent Part Time: Motion by Stephen Hecht, 2nd by Jim Whyte. Abstain: None. Absent: Jared Ramage, John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.

C. Resolution 23-11: Assistant Director FY23 Salary: Motion by Stephen Hecht, 2nd by Jim Whyte. Abstain: None. Absent: Jared Ramage, John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.

D. Resolution 23-12: 1968 Exterior Painting: Motion by Jim Whyte, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.

XII. Public Portion: None

XIII. Adjournment: 7:05pm: Motion by Sue Viscomi, 2nd by Sara Siegler. Abstain: None. Absent: John Jackson, Mayor Portman, Luigi Laugelli. All in favor. Motion carried.

Respectfully Submitted,

Candyce Valor