

Eisner Memorial Library 84 West Front Street Red Bank, NJ 07701
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Board Meeting of the Trustees Meeting Minutes

Meeting Date: May 18, 2023 | Time: 6:30pm | Location: West Room

- I. Call to Order: 636pm
- 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: Sara Siegler, Jim Whyte, Sarah Corrado, Ann Goldman, Sue Viscomi, Stephen Hecht. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli.
- IV. Approve Board Meeting minutes
 - A. Approve April 20, 2023 Regular Board Meeting Minutes: Motion by Jim Whyte, 2nd by Stephen Hecht. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.
- V. Treasurer's Report
 - A. **Bill List – Action Item: \$17,904.76:** Motion by Sue Viscomi, 2nd by Sarah Corrado. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.

VI. Director's Report:

CURRENT PROJECTS

NJCBG: Construction is expected to start the week of May 15th with the lower level bathrooms. Demo and bathroom renovations will be completed first; we hope this process will take around 4-6 weeks. The elevator portion of the ADA renovation will take an additional four months. We will continue to update the board as the process moves forward. I would also like to acknowledge Sira Williams and Candyce Valor for coming in during construction hours, 7 am - 5 pm.

Meeting Room Leak: We experienced minor flooding in the meeting room on April 29th. That Saturday morning, we discovered that water was coming in through the East Wall of the meeting room and made its way to the Children's Room. The carpet in the Children's Room was wet, but there was no damage to the materials. Staff moved books from the bottom shelf to book carts as a precaution. We notified DPW, who visited to assist but were also plagued with significant flooding at 65 Chestnut Street. Mayor Portman also visited throughout the weekend to assess the situation. Candyce came in to help Sira at YMCA's Healthy Kids Day while I remained at the Library to handle the water in the meeting room. We built a makeshift dam to prevent more water from entering the children's room. Candyce and I then sealed the wooden barrier as a precaution. That same evening, I returned to the Library and noticed water damage on the ceiling from the same spot on the roof, but the meeting remained dry. Sira stopped Sunday afternoon, and the ceiling tile near the elevator collapsed from the water damage. We were dry in the basement until Sunday evening when Candyce discovered a pool of water in our dam with some seeping out during her check. Mayor Portman stopped in on Monday, 5/1, and we have kept DPW informed of the situation. That same day Candyce and I also ventured outside the east side of the property to see if we could spot any additional issues and called in Blue Planet, the company that put in our existing French drain. They inspected the east wall in the meeting room and spotted signs of water damage to the paint. They will provide us with quotes for the mediation.

Because of the nature of the work, it's been recommended that we look into replacing the existing meeting room flooring.

Candyce and I also inspected the roof and noticed water pooling in the exact locations where we've had issues. We reported the ceiling tile damage to Terrence Walton over at DPW, who notified Jottan Roofing of the problem and supplied them with the pictures of the damage we provided. Jottan Roofing will schedule someone to come back out and assess the issues.

We closed the meeting room for the remainder of the week and either canceled programs or moved them to the West Room.

The quote covers the French Drain installation and redoing the meeting room floor. Parts of it have sustained damage, and there is no way to piecemeal this project; it would be impossible to replace the disrupted meeting room floor evenly. However, doing only a partial section would create a tripping hazard.

Library Centennial Celebration: The Foundation and Library are planning events for the Library's Centennial Celebration. We're requesting that the board provide input on the Logo. Examples of the 100th Logo are included in the email of this report, and in print at the board meeting. We are asking the board to weigh in on the matter. We plan to pick the design with the most votes.

NJLA Conference: As an institutional member, all RBPL staff are New Jersey Library Association members. This year, 11 staff are scheduled to attend the NJLA conference. Additionally, two of our staff members are attending the NJ Association of Library Assistants. on June 6th.

IMLS Grant: We received a quote from Shi for our Zoom Room hybrid programming solution. We are aiming to have this installed before the August 30th deadline.

Level Up Your Library: We are pleased to announce that we are the winners of the LibraryLinkNJ Level Up Your Library Grant. The Library received \$5000 for our But Wait, There's More! project will enable the Library to provide more access to recreational and hands-on items, ultimately strengthening the community's ability to thrive in the Borough. This program not only expands our Library of Things but also complements the recent expansion of services and programming that have been happening at the Red Bank Public Library for the last three years.

Library Assistant Open Position: We had ten applications for our library assistant program, and eight responded for an interview. Seven applicants were interviewed. We had several great applicants, but ultimately, we have narrowed it down to one candidate whose skill set and availability best meet the needs of the Library.

Vin Gopal Civic Association Awards Reception: The Red Bank Public Library is a recipient of one of the grants presented at the 2023 awards reception for the Vin Gopal Civic Association, which will take place on May 31, 2023, 6:00 pm at Detour Gallery in Red Bank. The Foundation is also looking to purchase a full-page ad, details about this event have been provided to the board via email.

Mural: The first panel of the middle school mural is set to be completed by the end of the school year. Because we are still waiting to have the outside of our building painted with grant funds from the Monmouth County Historic Commission, we plan on having the first panel put up before the beginning of the 2023-2024 School Year as a back-to-school kick-off event.

Driver's License Appointments and Spanish Language Course: Victoria and Itzel will assist Spanish Speaking residents looking to schedule an appointment for a Driver's License Written Exam through the MVC website. We will also host a Spanish Language Driver's Ed Course covering materials one can expect on the written exam.

Jewish Heritage Museum: Candyce Valor attended the opening night of the Museum's Eisner Exhibit.

SERVICES AND PROGRAMMING

Eisner Opportunity Lab: The lab continues to provide services to the community — but now has also expanded to the Library World. Emily Miller will host "Canva: Design and Share," a hands-on workshop to learn how to harness the power of Canva quickly, at the NJ Association of Library Assistants.

Memorial Day Collection: The Library is accepting donations for Nativity Church - Support Our Troops Project in Fair Haven. Collected items will be dispersed to US troops stationed overseas to provide them with some comforts of home during their deployment. Acceptable items include Aspirin, Cold Relief Medication, Motrin, Advil, Personal Care items, feminine hygiene products, and more. Details are available at the circulation desk.

LTAR: Join us when we welcome Ramapough Lunaape Turtle Clan members, Mother Michaeline Picaro, and her husband, Chief Vincent Mann. They will discuss the challenges facing their nation and their tireless advocacy for a cleaner and safer environment.

Banned Books: The Library hosted a Banned Books presentation on May 10th in co-sponsorship with the AAUW. Over 50 patrons stopped by the meeting room to listen to me talk about the recent surge in banned books and how we can prevent it. We have been asked to partner more programs with the AAUW. The T. Thomas Fortune house has also asked if we'd provide the same talk at Teach the Truth Day.

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 - 12:30 pm.

Adult Programming: During the lower-level renovations, adult programming will find a new home in the West Room.

Children's Programming Temporary Hiatus: The lower-level renovations put our Children's Programming on a short hiatus. This includes Gymboree, Fifth Grade Class visits, and StoryTime.

RELATIONSHIP WITH THE BOROUGH

DPW: Terrance from DPW has called to ask how to hang the murals on the side of the building. We will keep investigating the matter. Additionally, he has reached out to Jottan Roofing to press them on fixing the leaking roof issue.

YMCA Healthy Kids: The Library participated in the YMCA's Healthy Kids Day. Sira Williams and Candyce Valor provided information to the community. The Library also conducted outreach at the YMCA during National Library Week.

HUD: The Housing Authority contacted us to provide a letter of support for a grant application.

Borough Hall: We have an updated display of Library Goods at Borough Hall.

RBPL IN THE PRESS

TapInto: Continues to publish our weekly newsletter.

VII. President's Report: None

VIII. Committee Report:

- A. Personnel: No formal meeting
- B. Buildings and Grounds: No formal meeting
- C. Finance: None
- D. Policy Review Ad Hoc Committee: None
- E. Strategic Plan Ad Hoc Committee: None

IX. Foundation Report:

X. Old Business: None

XI. New Business

- A. Resolution 23-13: Meeting Room French Drain & Floor Remediation: The resolution was amended to reflect a cost cap of 15,600.00. Motion by Sara Siegler, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.
- B. Resolution 23-14: IMLS Grant Hybrid Equipment: Motion by Jim Whyte, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.
- C. Resolution 23-15: Resolution - Hiring of K. Rega - Library Assistant II: Motion by Stephen Hecht, 2nd by Sarah Corrado. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.

XII. Adjournment: 705pm: Motion by Jim Whyte, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Jared Rummage, Robin Gedrich, Mayor Portman, Luigi Laugelli. All in Favor. Motion carried.

Respectfully Submitted,

Candyce Valor