

Eisner Memorial Library 84 West Front Street Red Bank, NJ 07701
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Board of Trustees Meeting Minutes February 22, 2024 | Time: 6:30pm | Location: Meeting Room

- I. Call to Order: 632pm
- 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 11, 2024.
- III. Roll Call: Ann Goldman, Suzanne Viscomi, Stephen Hecht, Marjorie Cavalier, Sarah Corrado, Cheryl Cuddihy, Robyn Gedrich, James Whyte. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman
- IV. Approve Board Meeting minutes
 - A. Approve January 18, 2024, Regular Board Meeting Minutes: Motion Marjorie Cavalier, 2nd: Jim Whyte. Abstain: None. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor. Motion carried
 - B. Approve January 18, 2024, Reorganization Board Meeting Minutes: Motion Stephen Hecht, 2nd: Sarah Corrado. Abstain: None. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor. Motion carried
- V. Treasurer's Report
 - A. **Bill List – Action Item: \$21,756.32** Motion: Marjorie Cavalier, 2nd: Sarah Corrado. Abstain: None. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor. Motion carried
- VI. Director's Report:

CURRENT PROJECTS

NJCBG: Progress on the elevator replacement project is underway! Last Friday, our contractor's crews initiated the demolition of the library's existing elevator doors. Additionally, they prepped and primed the walls in the front vestibule and other elements to complete the work around the doors. The library administration is in the process of submitting paperwork for reimbursement from the state.

SHI Onboarding: Last week, our IT technician from SHI/Onshore conducted an on-site assessment of equipment totals and installed their remote management software on all staff computers. They performed a health update check on our server, evaluated the system for storage, and successfully resolved the Zoom Room connectivity issue and some minor printer issues.

AARP Tax Assistance: The library has successfully hosted two weeks of AARP Tax Assistance. This program has gained immense popularity, attracting residents from various parts of Monmouth County who are taking advantage of the free tax assistance services provided at the library.

ESL: We are hosting ESL Classes with Rona Kaplan on Thursday evenings. We are working with this new group to explore opportunities for program expansion.

But Wait, There's More: Checkout of Library of Things items has steadily increased. We are preparing for a robust campaign to spread the word, including updates to our website page for an enhanced browsing experience. Eye-catching posters, press releases, and other promotional materials are also being developed.

Connectivity Program: Congressman Frank Pallone and FCC Chairwoman Jessica Rosenworcel hosted a press conference at the Red Bank Public Library addressing the imperative need to refund the Affordable Connectivity Program.

Eisner Opportunity Lab: While the lab is hosting AARP tax assistance, Our instructor has revamped the Eisner Lab website to provide valuable tools for patrons to learn and practice digital skills. This enhancement is intended to supplement rather than replace lab services, offering all patrons, whether Lab Students or not, access to additional resources.

STEMTales: The Library, chosen to participate in the PBS STEM Tales Program, will conduct four STEM Tales programs over seven months, exploring the impact of media read-aloud by diverse scientists and engineers on young children's literacy and their interest in STEM careers.

LMxAC: LMxAC had a special membership meeting to go over the new software available from Faronics. Our Deep Freeze software on public machines now comes in a Cloud Ultimate version that provides additional features for added security and easier management of public and staff PCs. We also discussed the ILS migration timeline and are expected to have a complete switch from SirsiDynix to Polaris by June 13th. This may come with some Circulation downtime. The membership has approved changes to our Reciprocal Borrowing Policy, now called the Consortium Intra-Library Borrowing Policy. This document details the access provided to Resident Cardholders (including Students/Teachers) and Limited Access Cardholders.

NJLA Conference: Sira Williams and Eleni Glykis will be part of two panels at NJLA, one regarding the STIM Kits the Library developed last year and another discussing reconsidering our Spanish Language Driver's Education Program.

Facebook Outreach: Our Plant Propagation Station post increased our reach to over 84,000.

Circulation Supervisor and Adult Programming and Outreach Coordinator: The Library Administration has decided to split the two positions that Linda Hewitt once occupied. We seek a full-time circulation supervisor and a part-time union programming and outreach coordinator. These positions require an internal posting, as the CWA union contract covers them.

SERVICES AND PROGRAMMING

100th Anniversary: As part of our centennial celebrations, we're excited to announce our 100th Anniversary Bookmark Contest! Open to all ages, the contest features four categories: K-3rd Grade; 4th-8th Grade;; 9th-12th Grade; Age 18+. Entry forms are available in the library's YA and adult sections and have been distributed to local schools. Submissions are due by March 15th. Winners will be unveiled during National Library Week, with their designs becoming the library's official bookmarks for the year. The 100th Anniversary Committee meets in March to plan more celebratory events. Join us in marking a century of community and creativity!

Let's Talk About Race: LTAR will host more minor community conversations and larger, more formal programming quarterly. This month's talk is on Black History Month, Then and Now, examining how Black History Month has evolved.

Black History Month Celebration Concert: The Asbury Park Concert Band will perform a live concert on Wednesday, February 28th, to celebrate Black History Month.

Reading with Rabbits: The popular program will return on Saturday, March 2nd, from 11-noon. Registration is required

Neighborhood Forest Tree Giveaway: The library will again host a sapling giveaway for Earth Day. The deadline to register for a tree is March 15. We have to have ten registrants, or we won't be eligible.

Local History: Our Eisner collection is once again on loan. This time, the Monmouth County Library - Eastern Branch has requested one of our WW2 Shirts and Jackets. The items will be on loan for the next month.

Red Bank Elks: We're partnering with the Red Bank Elks to host the Karen Minutella Reading Initiative. Join us on March 26th with a blanket and your favorite stuffed animal, and read with us. Each participating child will also return with a copy of Freckie Juice by Judy Blume and a gift bag. The Karen Minutella Reading Initiative is an Elks Lodge reading program honoring Karen Minutella, an Elks member who tragically lost her life in a motorcycle accident in Connecticut.

MakerDay: Join us on March 16th for an Open House as we celebrate Marker Day. Patrons of all ages can find edible art, sensory bag crafts, silhouette stickers, buttons & magnets, coding activities, legos & more throughout the Library.

Mango Languages & Kanopy: The Library is looking to add Mango Languages and Kanopy to its list of digital resources. Mango Languages is the highest-rated language-learning app and provides a high-quality learning experience that is flexible, easy to use, and available 24-7. Kanopy is an on-demand streaming video platform for libraries that offers films, TV shows, educational videos, and documentaries. These services come with discontinuing our Freading and Freegal services,

RELATIONSHIP WITH THE BOROUGH

DPW: A big thank you to DPW, who's done a phenomenal job with snow removal services at the library! We were able to open with the most recent snow this past Saturday, where we saw probably more patrons utilizing our backyard than inside.

The Basie: The Count Basie is researching their namesake and the theater, utilizing the library's Local History Collection.

RBPL IN THE PRESS

TapInto: [Continues to publish our weekly newsletter. They also covered our Tax Assistance Program](#)

Two River Times: Sira Williams is featured on the front page of last week's Two River Times Edition for her work on Black History Month and the African American Read-In program at Two River Theater. The African American Read-in is a national program encouraging communities to read together, centered around African American books and authors. Red Bank's program, spearheaded by Williams and Gilda Rodgers from T. Thomas Fortune Cultural Center, also aims to inspire children to explore literature written by Black authors, fostering a deeper appreciation for diverse voices and narratives.

Red Bank Green: [Wrote a fantastic piece on the Library's Homebound Program](#)

VII. President's Report: None

VIII. Committee Report:

A. Personnel: No meeting

B. Buildings and Grounds: No meeting

C. Finance: Meeting 2/22/2024 prior to board meeting. Reviewed library 2024 budget and discussed long term fiscal goals.

D. Policy Review Ad Hoc Committee: No meeting

E. Strategic Plan Ad Hoc Committee: No meeting

IX. Foundation Report: None

X. Old Business: Sue Viscomi brought up the graffiti on a sign in the parking lot.

XI. New Business:

A. Resolution RBPL 24-06 - 2024 Budget: Motion Marjorie Cavalier, 2nd: Jim Whyte.

Abstain: None. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor. Motion carried

B. Resolution RBPL 24-07 - Fallon & Company Library Auditor: Motion Stephen Hecht, 2nd:

Sarah Corrado. Abstain: None. Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor. Motion carried

XII. Public Portion: Patti Whyte expressed concern regarding the recycling rules for the library trash.

Eleni and Candyce will be in touch with Borough DPW as they collect the library's trash.

XIII. Adjournment: 7:05pm Marjorie Cavalier, 2nd: Sara Siegler. Abstain: None.

Absent: Sara Seigler, Jared Ramage, Laura Jannone, Mayor Portman. All in favor.

Motion carried

Respectfully submitted,

Candyce Valor