

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

Board Meeting of the Trustees Meeting Minutes

Meeting Date: March 23, 2023 | Time: 6:30pm | Location: Library Meeting Room

- I. Call to Order: 6.30pm
- 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, Ann Goldman, Sue Viscomi, Stephen Hecht, Ann Ciabattoni, Jared Ramage, Jim Whyte, Robyn Gedrich. Absent: John Jackson, Sarah Corrado.
- IV. Approve Board Meeting minutes
 - A. Approve February 16, 2023 Regular Board Meeting Minutes: Motion by Stephen Hecht, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Sarah Corrado.
- V. Treasurer's Report
- VI. **Bill List – Action Item: \$53,228.10** Motion by Jared Ramage, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Sarah Corrado.
- VII. Director's Report:

CURRENT PROJECTS

NJCBG: We completed the paperwork for the first payment from the State and updated the necessary signatures. The architect received the elevator fabrication drawings and specifications for approval yesterday. Once they are reviewed and approved to ensure that they meet the required parameters, the project can launch. This will start with a site meeting; we expect an agenda shortly.

Roof Leak: Jottan Roofing was at the Library on 3/14 - the heavy wind and snow. They were asked to leave, and we await good weather and their return.

Basement Fire Door: A contractor was at the Library to take measurements necessary to replace the rotted door and frame in the basement.

Home Bound Delivery Service: We have started advertising for our Homebound Delivery Program to spark interest.

AAUW Talk: The AAUW would like to host a program at the Library covering Banned Books and the rise in banned materials around the State and Country. They have asked the Library director to be on the panel for this discussion.

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

Library's 100th: The Library is working with the Foundation to develop thematic programming around the Library's centennial.

National Library Week: The Library is also putting together a list of activities throughout the Borough to celebrate National Library week.

LMxAC Eboard: The Red Bank Public Library now sits at LMxAC's e-board. At the last membership meeting, the membership voted me on the board.

SERVICES AND PROGRAMMING

Eisner Opportunity Lab: The Eisner Opportunity Lab's programming for April is set. The lab will be hosting the very popular Getting Started Microsoft series again, this time during the day on Mondays in April. The Getting Started Microsoft series covers the basics of Microsoft Office's Word, Excel, and PowerPoint. Other Lab

workshops include Netflix, Hulu & More: Learn How to stream, Getting Started with Google Workspace, Managing Your Emails, and Basic PC & hardware skills. The Library is awaiting grant award information from a Grant we applied for earlier in the year and recently submitted a Congressional Budget Request to Senator Booker's office to cover 2024 salaries and overhead of the lab. We are also looking into private foundations to cover these costs.

Maker Day: Staff met to discuss the various Maker Day activities planned for March 25th. Staff is planning on hosting from 11 am - 1:30 pm with activities such as a pancake cart, a widely popular button machine, a new sticker maker, and the Library's new Silhouette machine.

Beginner Bridge Lessons: Beginner Bridge lessons will begin in April and run for four weeks. We ask that all participants take all four required beginner classes to ensure attendees can play a full game of Bridge. Details to register will be available on our website.

LTAR: This month's talk is "Do You Know About Pauli Murray?" highlighting the American civil rights activist, advocate, legal scholar, theorist, and author.

Senior Day: The Library staff is reviving Senior Day, which will be the fourth Thursday of every month Starting in April. The program will feature activities for Seniors throughout the Library. 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.

GRANTS

Game On! Grant: The library applied to the ALA Games and Gaming Round Table Grant to expand the Library's gaming collection. The submission will include video and tabletop games.

LibraryLinkNJ Level Up Your Library Grant: Candyce and I are working on an application to the Level Up Your Library Grant to expand our Library of Things Collection to include a mix of recreational and practical items.

Congressionally Directed Spending (CDS) request: The Library submitted a request for the fiscal year 2024 for the salaries and overhead of the Eisner Opportunity Lab.

RBPL IN THE PRESS

TapInto: Continues to republish the Library's weekly newsletter.

Two River Times: Featured the Library's program with Jane Scimeca on Geraldine Thompson as the main event for Celebrating Women's Local Historical Contributions.

NEW BUSINESS

- VIII. President's Report: Sara reminds the Board that National Library Week is April 23 – April 29th and the theme for this year is "There's more to the story"
- IX. Committee Report:
 - A. Personnel met on March 8th to discuss salary budget and review the adjusted job description to meet the needs of the library.
 - B. Buildings and Grounds did not meet, though Jared stated that the mural should be completed by the end of the April. Jared spoke with Chief McConnell about the process of hanging the mural on the side of the library building.
 - C. Finance met on March 16th to review the salary budgets discussed at the personnel committee and to review the draft budget.
 - D. Policy Review Ad Hoc Committee: No meeting.

- E. Strategic Plan Ad Hoc Committee did not meet, though Jim spoke about attending the virtual trustee webinar and the new viewpoint of 3-year Strategic Plans instead of 5-year plans with one-year goals, as it is considered to be more effective in a smaller package.
- X. Foundation Report: The foundation met on March 13 and the annual appeal is a little less than last years total donation at this point, though donations are still coming in sporadically. The Foundation is meeting on March 27th as they will have more frequent meetings as they plan the 100th year anniversary of the library. This plan is to be a year long celebration with multiple events, starting in November 2023 and concluding November 2023.
- XI. Old Business: None
- XII. New Business
 - Resolution 23-07: Approving to 2023 Budget: Motion Ann Ciabattoni, 2nd by Sara Siegler. Abstain: None. Absent: John Jackson, Sarah Corrado.
- XIII. Resolution 23-08: Approving Hire of E. Glykis, Library Director Motion by Jim Whyte, 2nd by Sue Viscomi. Abstain: None. Absent: John Jackson, Sarah Corrado.
 - A. Correspondence
- XIV. Public Portion
- XV. Adjournment: Motion by Jared Ramage, 2nd by Sue Viscomi. Absent: John Jackson, Sarah Corrado.

Respectfully Submitted,
Candyce Valor