

## Board Meeting of the Trustees

Meeting Date August 19, 2021 ~ Time: 6:30pm

Location: Main Floor Library

- I. Call to Order
- II. Open Public Meetings Act
- III. Roll Call
- IV. Approve Board Meeting minutes
  - A. Approve July 22, 2021 Regular Board Meeting Minutes
- V. Workshop – RBPL Holiday Schedule
- VI. Treasurer's Report
  - A. **Bill List – Action Item: \$23,042.31**
- VII. Director's Report:

### **CURRENT PROJECTS**

**COVID-19 Response:** The CDC has issued guidance on requiring masking with the recent surge in cases throughout the United States, including a small number of breakthrough cases amongst the vaccinated. RBPL continued with its mask mandate; we have received zero complaints about requiring vaccinations since the announcement. We continue to monitor the situation. We are also looking to open for limited hours for in-person services in September on Saturdays.

**Elevator:** The elevator is still down. Further diagnostics found issues with all three door operators. The door to the elevator would not close on the lower level, was fully operational on the main floor, and not open on the second floor. After two days of diagnosing the issues and replacing some fuses, the boards needed to be removed to be shipped to Canada and repaired. We are pushing to get BID documents out for the Construction Bond.

**NJCBG:** The architectural drawings are nearing completion for the "Bid Set." However, engineering is needed to complete the associated HVAC, plumbing, and electrical design. It's not very involved but includes the specifications necessary to comply with current building codes and regulations. The architect received two proposals from reputable firms we have worked with: KMB Design Group: \$ 8,000. And Johnson & Urban Consulting Engineers: \$ 4,200. Johnson & Urban Consulting engineers is recommended based on cost, and the architect will move after approving.

**Little Free Library:** The Little Free Library has been installed and had an official ribbon cutting ceremony. Thank you to Mayor Menna and Councilwoman Triggiano and Otto for making themselves available to kick off our event. The Little Free Library has been officially registered through the Little Free Library's website. The Library will be maintained by Library Staff.

**Wireless Wonders:** Installation of RBPL's grant-funded Wi-Fi upgrade will begin on Monday, August 23rd. Completion should take 3-4 days, with little to no service interruptions expected. The project will significantly enhance the Wi-Fi capability of the Library both inside and outside of the building.

### **SERVICES AND PROGRAMMING**

**Summer Reading:** Our Summer Reading program comes to a close this Saturday, August 21<sup>st</sup> with an Animal Crossing Carnival. Overall it has been a rather eventful summer despite a global pandemic. Summer Reading program successes also included the [Stuffed Animal Sleepover](#) with over 40 participants.

**Town-Wide Yard Sale:** Advertising for the Town-Wide Yard Sale has begun and we are excited to be

able to once again help the community make some money by selling their beloved treasures. The Yardsale will be held on Sept 18<sup>th</sup> from 9-2pm. Interested members may sign up at the Library or online.

**Walking Tours:** The Library's famous Historic Walking Tours will resume in the Fall. Tours have been scheduled once a month from September through November. Additionally, this year, Brookdale will host a Red Bank Walking Tour as part of its Lifelong Learning Initiative. Participants can register through Brookdale's website and join lifelong Red Bank resident, Library volunteer Kathy Colmorgen for a tour of red hot Red Bank. The tour will also feature a walk-through of the Red Bank Public Library and incorporate 2019's History Library Tour.

**Seed Swap:** The Library is planning another Seed Swap on August 28th. This time we hope to have Lisa Bagwell, farm manager at Kula Urban Farm in Asbury Park in attendance. Lisa Bagwell donated numerous seeds to the Red Bank Public Library's Seed Library.

**National Night Out:** Attendance at National Night Out was a success. In lieu of face painting, the Library provided temporary tattoos, candy and other goodies to the public in addition to an appearance from the Library's resident dinosaur. The Library also held a National Night Out Raffle basket which included some books, picnic items and a \$25 RiverCenter Gift Card.

**Community Day:** Red Bank Public Library will be attending Community Day on Saturday, August 21st. The back-to-school event will have over 20 vendors and supply both vaccines and free school supplies to families. Mental and Healthcare, Social service professionals, and more will be available. Pilgrim Baptist, Parker Clinic, Lunch Break, Boys and Girls Club, JBJ Soul Kitchen, Phi Delta Kappa Sorority, and the YMCA are sponsoring the event.

### **GRANTS**

**Awaiting Notification:** We are eagerly anticipating news regarding the awarding of the **NJSL ARPA Grant, IMLS Reconsideration** and the **NASA@myLibrary**.

**AMERICAN RESCUE PLAN ACT OF 2021 NJSL + Partners Literacy Grant Project:** RBPL is submitting a grant application for a Spoke/Hub in NJSL + Partners Literacy Grant Project. The program provides \$25,000 for Spoke Libraries and \$110,000 for Hub Libraries. If awarded the Hub, the Library would convert the existing work room on the lower level to provide workforce development space dubbed "The Opportunity Lab"

### **RELATIONSHIP WITH THE BOROUGH**

A meeting was held with the Interim BA and the Department of Public Works head to discuss the elevator issues and other maintenance problems in the Library. The Wooden steps leading down to the park, the concrete stairs in the Library's backyard area, and the roof leak over the elevator shaft were brought up. DPW said they would look into those issues and we will be following up this week.

### **RBPL IN THE PRESS**

The opening for the [Little Free Library was featured in Tap Into](#) and the [Library's Town Wide Yard Sale was announced in Red Bank Green](#). Red Bank Green also featured the walking tours in its previous newsletter.

### **FINANCIAL MATERIALS & CIRCULATION STATISTICS – IN PACKETS**

**NEW BUSINESS:**

A. Approve Resolution 2021-22: Approving the submission of the NJ State Library American Rescue Plan Act of 2021 Grants for NJ Public Libraries.

B. Approve Resolution 2021-23: Approving the promotion of Candyce J. Valor to the position of Assistant Director

President's Report:

Committee Report:

A. Personnel:

B. Buildings and Grounds:

C. Finance:

D. Policy Review Ad Hoc Committee:

E. Strategic Plan Ad Hoc Committee:

VIII. Foundation Report:

IX. Old Business:

X. New Business:

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XI. Public Portion

XII. Adjournment