

Board Meeting of the Trustees

Meeting Date: June 20, 2019 Meeting Time: 6:30 pm Location: Meeting Room

- I. Call to order at 6:30 pm.
- II. Open Public Meetings Act - read by Ann Ciabattoni.
Let the minutes reflect that in compliance with the Open Public Meetings Act, notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times, redbankgreen, and by placing a notice on the bulletin board at the Library and Borough Hall and filing same with the Borough Clerk on January 1, 2019.
- III. Roll Call - In attendance: Ann Ciabattoni, Ann Goldman, Grace Sapphire, Joan Rothwell, Sara Siegler, Suzanne Viscomi, Jim Whyte, JT Pierson (6:35 pm).
Not in attendance: Stephen Hecht, Kathy Horgan, Mayor Menna, Jared Rumage.
Staff attending: Eleni Glykis, Candyce Valor.
- IV. Approve Board Meeting Minutes:
May 16, 2019 Board Meeting Minutes approved. Moved by Jim Whyte.
Seconded by Joan Rothwell. Motion carried.
- V. Treasurer's Report - no report.
- VI. Director's Report
 - A. Current Project Updates:
 1. Buildings and Grounds -
Eleni Glykis, Candyce Valor, and Sira Williams will meet with the architect on July 27th to discuss the final plans for the Children's Room.
 2. Changes to the Main Floor -
The cookbooks, gardening, and home improvement materials are being interfiled into the regular nonfiction collection. The flyers and pamphlets for outside services and agencies will go into a file cabinet. The pamphlets that are currently made accessible to the public are rarely accessed by the public.
 3. Sam 11 Upgrade/IT Company -
The IT company has handled a number of problems with our system and have recommended a Cloud backup solution for our server. The least expensive option was Crash Plan which is \$10 per month per device. The Library could also apply for GSuite through the Foundation. However, it seems that Crash Plan is more automated and more secure than GSuite.
 4. Best Library in Monmouth County -
Red Bank Public Library was picked the best public library in Monmouth County by NJ Family Magazine.
 - B. Staff Updates:

Raises for the part time permanent nonunion staff in the resolution have been included in the 2019 budget with an effective date of June 1, 2019.

C. Services and Programming:

1. Summer Reading Kick-Off -

The theme of the Summer Reading Program is “Universe of Stories”.

2. Mazda Grant -

The Library is applying to a grant through the Mazda Foundation to obtain Google Expeditions, which is a VR technology based offering. The program can be used by all age groups, and patrons of different abilities.

D. Outreach:

1. Libraries = Success Program -

The State Library has a program from this coming school year to have every 6th grader sign up for a library card. The Library will be working with the ELA teachers from Red Bank Middle School. The Library will also reach out to the Charter and Catholic schools to include them in this initiative.

2. Little Books and Bubbles -

Eleni and Maria worked on a letter to families, that was made available to families in English and Spanish, detailing the services of the library and how all are welcome. Maria placed the letters in a number of Laundromats.

E. Relationship with the Borough:

1. Parks and Rec -

Eleni Glykis met with Charlie Hoffman to discuss some collaborations that can be worked on in the coming year. Eleni suggested working together to make Pride in the Park a bigger event next year. They also discussed sharing each other’s programming to relevant groups.

2. DPW -

Eleni Glykis and Candyce Valor met with the City Mason and Terrence from DPW who stated that they would look into the matter of the umbrella installation.

3. Eleni Glykis reached out to Ziad Shehady to discuss the borough’s plan for the 2020 Census. This is something that the Library can be of assistance since it will be the first time that the census will be done online.

F. Consortium and Memberships:

1. NJLA Conference -

Eleni Glykis attended a National Libraries of Medicine Program and learned a lot about what the NLM has to offer public libraries, including book clubs and training. Eleni reached out to the Parker Clinic to discuss more health initiatives.

2. Donations -

Cathy Tobin donated her 48” Smart TV to the library. It will be used for programs, teen gaming, etc. The Library also received a \$500 donation from Eii Inc. Electrical and Mechanical Contractors in Cranbury, NJ. Karen Cronin’s husband works there, and periodically the company donates some money to a nonprofit organization.

VII. President's Report - no report

VIII. Committee Reports

A. Personnel Committee - no report

B. Buildings and Grounds Committee - no report

C. Finance Committee - no report

D. Policy Review Ad Hoc Committee - they met on June 19th.

E. Strategic Plan Ad Hoc Committee - no report.

IX. Foundation Report - no report

X. Old Business

A. Sara Siegler attended one day of the NJLA conference.

Grace Saphire attended a NJLTA class/workshop on June 15th.

XI. New Business

A. Approve Resolution 2019-07 to adopt FY 2019 PT Salaries.

Moved by: Sara Siegler. Seconded by: Suzanne Viscomi. Motion carried.

XII. Adjournment at 7:05 pm.

Moved by Sara Siegler. Seconded by Suzanne Viscomi. Motion carried.

The next Board of Trustees meeting will be held on Thursday, July 18, 2019 at 6:30 pm. Please notify Eleni Glykis with a copy to Ann Ciabattone at your earliest convenience if you will not be able to attend.

Respectfully submitted,
Grace Saphire