

Board Meeting of the Trustees

Meeting Date: July 18, 2019 Meeting Time: 6:30 pm Location: Meeting Room

- I. Call to order at 6:33 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, Grace Sapphire, Joan Rothwell, J.T. Pierson, Stephen Hecht, Kathy Horgan.
Not in attendance: Ann Goldman, Sara Siegler, Jim Whyte, Suzanne Viscomi, Mayor P. Menna, Jared Rumage.
Staff attending: Eleni Glykis, Candyce Valor.
- IV. Approve Board Meeting Minutes:
June 20, 2019 Board Meeting Minutes approved.
Moved by Grace Sapphire. Seconded by Joan Rothwell.
Abstained: Stephen Hecht. Motion carried.
- V. Treasurer's Report - no report
- VI. Director's Report
 - A. Current Project Updates:
 1. Buildings and Grounds -
We met with the architects and the furniture consultant. The prices presented to us were about double what was previously discussed. However, other options were presented to us. With the grant actually becoming a reality in September, it gives us less time to raise adequate funds. We are still honing in on priorities and needs, and feel we need to focus on improving the restrooms on the lower level, the elevator, and front door accessibility.

On Friday, July 12, there was a problem on the lower level with the elevator door. The arm that attaches to the door is broken. This led to a staff member being stuck in the elevator the following Saturday morning. We are looking at making a policy to not have anyone get in the elevator unless another individual is in the building.

The umbrellas were installed and our outdoor space is being used both for programs and families that want to enjoy the beautiful setting.

We are getting more requests for meeting rooms and spaces. We will have an improv comedy group filming in the West Room at the end of August.

2. Changes to the Main Floor -

Moving books around to provide more space for the public to meet and do work is an ongoing process. Cathy and Barbara have been working hard at figuring out where to place our existing collections to provide more space to the public.

3. IT

The remaining cameras are now finally operational. The Library is very happy with the new IT company.

We have installed WiFi extenders in both the West Room and the Meeting Room and hope that it will fix our WiFi problem.

4. Email Addresses for Trustees:

LMxAC has made email addresses for all of the trustees who do not have a government issued email address.

B. Services and Programming:

1. The Band of The Two Rivers:

About 50 people attended the performance of The Band of The Two Rivers on Wednesday, July 10th.

2. Conversational Spanish -

The program is taking off and participants are happy.

3. Programming on the rise:

In the Children's Section, there has been a 25% increase in program attendance and a 20% increase in program offerings.

C. Outreach:

1. Public Schools:

Eleni Glykis had a brief phone exchange with Luigi Laugelli, the new Assistant Superintendent of Curriculum at Red Bank Public Schools. The Library will be putting together a list of materials available for students to align with NJ's new law requiring schools to teach LGBT and disability-inclusive material.

The Library is also putting together professional development/information for teachers about the library and how the public library can help them with their instruction.

D. Relationship with the Borough:

1. DPW -

Terrance from Buildings and Grounds, and a representative for Risk Control were looking at the front wooden steps. The representative commented on how the front wooden steps are a severe hazard.

2. Census -

Eleni Glykis will be attending a meeting of the Human Relations Advisory Committee on July 22nd to discuss how the Library can work with them to ensure a complete count for the Census.

E. Consortium and Memberships:

1. NJLA -

Eleni Glykis started her presidency at the Urban Libraries Section on July 18th. The NJLA theme is 'Know Your Why'. Eleni would like to use the opportunity for Urban Libraries to focus on services for their most vulnerable patrons.

2. Edge for Libraries -

There is an opportunity from the State Library to get Edge, a software program, free for a year. After the year, there is no obligating to use Edge. Edge enables libraries to harness the power of data to make informed decisions, better serve their communities, and clearly demonstrate their community leadership role. This will give the Library a good platform for our new Strategic Plan that we are about to begin.

VII. President's Report -

- A. We're working on the Grant Application and focusing on improving access to the library (restroom, elevator, front door).

VIII. Committee Reports

- A. Personnel Committee - no report

- B. Buildings and Grounds Committee -

Please refer to Director's Report/Current Project Updates/Buildings and Grounds.

- C. Finance Committee - no report

- D. Policy Review Ad Hoc Committee -

The committee met on July 12th. With the Borough Policy Manual available now, the committee is comparing areas where our personnel policies are in agreement and areas that do not apply to the Library.

- E. Strategic Plan Ad Hoc Committee -

The existing Strategic Plan for 2016-2020 is available on the RBPL website. Ann Ciabattone asked the Board to familiarize themselves with that document and its goals so we can discuss how we have done in achieving those milestones.

IX. Foundation Report -

The main focus of their recent meeting was the Capital Project associated with the NJ Construction Bond. The Foundation voted to support RBPL's effort at a

minimum of \$100,000 in fundraising. Anne Torre and Alan Fisher will be coming to the Library to get a tour of the whole building and familiarize themselves with how we are using our existing space, and what our options might be.

X. Old Business

- A. JT Pierson referred to the Libraries=Success Program and discussed ways to have the students sign up for library cards.

XI. New Business

- A. JT Pierson has been named Principal of Red Bank Middle School. Luigi Laugelli will become a member of the Board as Jared Ramage's Alternate.

XII. Public Portion -

Beth Hanratty discussed having the Red Bank Catholic Schools and the Red Bank Charter School be included in the Libraries=Success Program.

XIII. Adjournment at 7:08 pm.

Moved by Joan Rothwell. Seconded by Ann Ciabattoni. Motion carried.

The next Board of Trustees meeting will be held on Thursday, August 15, 2019 at 6:30 pm. Please notify Eleni Glykis with a copy to Ann Ciabattoni at your earliest convenience if you will not be able to attend.

Respectfully submitted,
Grace Saphire