

Red Bank Public Library

Board Meeting of the Trustees

Meeting Date: Thursday, May 21, 2020 Meeting Time: 6:00 pm Location: Online via Zoom. Public notified and invited to join via phone line with the agenda posted on the Red Bank Library website.

- I. Call to Order at 6:02 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 via email the Asbury Park Press, the Two River Times and redbankgreen and by filing same with the Borough Clerk on May 15, 2020.
- III. Roll Call - In attendance: Ann Ciabattoni, Ann Goldman, Stephen Hecht, Kathy Horgan, Jared Ramage, Sara Siegler, Sue Viscomi, Jim Whyte. Not in attendance: Joan Rothwell, Mayor Menna. Staff attending Eleni Glykis, Candyce Valor.
- IV. Approve Meeting Minutes
 - a. April 23 Meeting Minutes. Moved by Sue Viscomi seconded by Jim Whyte. Motion carried.
- V. Treasurer's Report – moved to approve invoices currently due - \$ 5,318.40. Moved by Sue Viscomi and seconded by Jared Ramage. Motion carried.

Director's Report: Eleni sent reopening plan to Board with her Director's Report. To keep the plan flexible, rather than establish new policies and seek Board approval, Eleni will adjust policies to fit the situation such as wearing masks, social distancing, quarantining of materials.

Researching lockers for after-hours pick up of reserved materials and requested printed materials.

Construction Bond Act – some additional paperwork and signatures needed for the application. Narrative has been completed. Application is due June 5.

Virtual programming is going gangbusters for our patrons. The staff has been magnificent. Jorge, even though he has moved to California, has offered to conduct Spanish language lessons virtually.

Eleni had a one on one meeting with Z and went over FEMA numbers. There is grant offered through the County that will help with reimbursement of supply costs related to the pandemic. The Borough is going to go for that grant to help them recover some costs. We are tallying anticipated costs for supplies and pricing the Plexiglas needed for the three desks. It is backordered at this time.

Looking at applying for the IMLS (Institute of Museums and Library Services) <https://www.imls.gov> - grant to reduce the digital divide in Red Bank by hosting Wi-Fi access points throughout the town. May ask the Foundation for assistance with sustaining this effort as time goes on. About 25% of residents do not have access to high speed internet, so we could help bridge that gap. Providing this service would raise the profile of both the Library and the Foundation as critical community resources. May want to coordinate with schools and police department to coordinate the placement of hot spots. Clarification of the concept - should RBPL be partnering with other institutions in Red Bank or should we be responsible for this solo. It was explained that this money from the CARES Act is to help libraries respond to the pandemic to help people who ended up behind the divide achieve that access. Projects of this type were specifically mentioned for Libraries to consider

taking on with this federal funding. It has been happening around the country. It will also allow us to promote our digital services. Sustaining this service in coming years may be able to be done through E-Rates. Board also raised some questions about who will maintain the service if it goes down, who monitors it as far as Library staff responsibilities. The consensus seems to be the Board would like to see this happen for Red Bank, just some questions about costs, liability, sustainability. Jared offered his help through the schools with this important undertaking.

VI. President's Report – Nothing to report.

VII. Committee Report

- a. Personnel – did not meet. Question was raised about RBPL staff cuts since there have been some reductions in Borough staff who are in the same union. Not expected at this time. Noted that we have two open part time positions at this time.
- b. Building & Grounds – Jared indicated a meeting is in order and will be scheduled soon.
- c. Finance – Sue is setting up a Finance Committee meeting before the next Board meeting.
- d. Strategic Plan – Committee has been meeting via Zoom each week during the lockdown. At the last meeting we broke into subcommittees based on the top four responses from the public survey (key target areas where we should be focusing our attention). This will lead us to specific tactical actions that we will pursue actively in 2021.

VIII. Foundation Report – Meeting on May 11. We approved using Foundation funds for the Construction Bond match to assure that we have the necessary funds available. There is still a long lead time until the Bond will be awarded, so there is still time to get some outside donations. Also talked briefly about the 2020 Annual Appeal.

IX. Old Business – none

X. New Business – none

XI. Public Portion – no public present.

XII. Adjournment at 6:28 pm. Moved by Ann Goldman, seconded by Sara Siegler. Motion carried.

Respectfully submitted,
Ann Ciabattoni