

Eisner Memorial Library  
84 West Front Street Red Bank, NJ 07701  
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### **Board Meeting of the Trustees Meeting Minutes**

Meeting Date: November 17, 2022 ~ Time: 6:30pm **Location: Library Meeting Room**

- I. Call to Order: 630pm
- 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 February 22, 2022.
- I. Roll Call: Sara Siegler, Sue Viscomi, Stephen Hecht, James Whyte, Ann Ciabattoni, Kathy Horgan. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.
- III. Approve Board Meeting Minutes:
  - A. Approve October 20, 2022 Regular Board Meeting Minutes: Motion to approve Ann Ciabattoni, 2nd – Stephen Hecht. Abstain: None. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.
- IV. Treasurer's Report
  - B. **Bill List – Action Item: \$11,095.01** Motion to approve Sue Viscomi, 2nd – Ann Ciabattoni. Abstain: None. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.
- V. Director's Report:
- VI. **CURRENT PROJECTS**

**ARPA:** The Library mailer was completed and sent to Red Bank Households. Residents can return the postcard to the Library and enter a raffle by November 30. The raffle consists of gift cards to various local vendors and Library swag. We decided to provide gift cards to local vendors as RiverCenter is not currently issuing gift cards. The final portion of this grant is the installation of the umbrellas, which are waiting to be installed by DPW and may have to wait until early Spring 2023. The new YA table is ready, and the iMacs will be available to the public by the end of the month. Final reporting for the grant is due at the end of the month.

**Umbrellas:** While initially made to withstand 70 mph winds, the umbrella snapped at the weld point DPW fixed earlier in the year. Therefore, we will place an order for replacement parts. Finally, we will request that DPW reset the concrete of the existing umbrella pole when the second umbrella is installed. Ground conditions and outdoor temperatures will decide when the umbrellas can be installed.

**Window Capping:** Duraplex was on site last Tuesday for final measurements of the window capping and to review the process. Completion of the window capping should take one day, weather permitting. The meeting with Duraplex revealed that the original sunbursts over the doors would need to be removed and replaced with vinyl rather than just capped. The pieces could just be capped; however, this would be a more labor-intensive and expensive process. Additionally, it would visually distort the sunburst pattern. Replacing the entire piece with vinyl will be less expensive, provide better aesthetic quality, and correct existing structural damages that result in water leaks in the Eisner portion of the Library.

**NJCBG:** The kick-off meeting with the Contactor was postponed as our architect cannot get the Borough to sign the contract. The lack of communication and cooperation is causing unnecessary delays with the project. Eleni reached out to Kathy Horgan for assistance, who is working with Chief McConnell to resolve the matter.

**96-98 West Front Street:** The fence screen on the adjacent property continues to pose a problem to Library patrons. Again, the privacy mesh is no longer secure, posing a risk to pedestrians and vehicles. reached out to the Borough for assistance.

**Election Day:** The Library was once again a polling location, serving over 700 voters without any issue.

**Volunteer Reception:** The Library will host our volunteer reception after a two-year hiatus on December 2nd. If you are still waiting to receive an invitation, please let us know. Also, please let Linda or Sira know if you will attend. This is the first in-person volunteer reception since the pandemic, and we're excited to be able to host this celebration. This year we will invite the 2022 Photo Contest winners.

**2023 Budget** Candyce and Eleni are working on a draft budget for the coming year. They provided the Foundation

with our 2023 request for programming funds. The request is slightly higher than previous requests. However, they did not make any large requests over the last two years due to the pandemic. They also anticipate pulling forward fewer reserves than in years prior. Additionally, the Library is not part of the State Health Benefits program and the cost increase there does not affect our budget.

**Capital Account:** Our council liaison, Kathy Horgan has addressed our concerns regarding the capital account with Chief McConnell. Borough council recently approved the appointment of a new CFO effective November 1st. Candyce and I will reach out shortly to discuss library matters with the new appointee shortly.

## **SERVICES AND PROGRAMMING**

**Eisner Opportunity Lab:** The Eisner Opportunity lab continues to provide well-attended workshops and one-on-one tutoring sessions for residents in the area. November's Lab workshops featured programs on "What is the Cloud," "Microsoft Excel: Working with Tables!" and Samsung Basics, as well as workshops that enable patrons to better utilize the Library's collections, such as "Getting Started with Chromebooks" and "Learn Libby & Hoopla to Read ebooks." The lab, of course, continues to be popular. Twelve new students were added to the lab in October, and participation in workshops and one-on-one tutoring continues to grow.

**Library Hours:** The additional three nights are becoming more popular with patrons and families as we see the number of library patrons coming to the Library in the evening hours.

**Seed Library:** Matt Hershberger and Natalya Andrex moderated a LibraryLinkNJ Skill Share program about the Seed Library on November 9. The program was well attended. Numerous libraries have already approached Matt and Natalya for additional information.

**Libraries Ready for Anything:** On November 3, the Library Director was on a Panel to discuss the LLNJ Libraries Ready for Anything Grant project and discussed the Teletalk health booth.

**Halloween at Hogwarts:** Our Halloween at Hogwarts program was once again a great success. Numerous families stopped by the Library to participate in several Harry Potter-themed activities.

**Medicare 101:** The Library will be hosting two Medicare 101 with Pat Guadagno on Saturday, November 19, and Thursday, December 1. Registration is recommended. Participants will learn about medicare basics and coverage options.

## **GRANTS**

**StarNet STEM Tales Participation Program:** The Library completed an application to StarNet's STEM Tales participation program. Twenty-one libraries in the Gulf Coast, Great Lakes, and the Northeast regions of the United States will be selected to take part in an exciting new project designed to engage children ages 4-8 and their families in media read-alouds, STEM activities and explore STEM at home via take-home kits. Winning libraries will receive a \$1600 stipend, take-home STEM exploration kits, programmatic support, and transportation reimbursement for families to get to and from the Library.

**If/Then Gender Equity Grant:** The Library is also finalizing an application to the If/Then Gender Equity Grant. The \$4000 grant is to support projects that address gender equity in STEM. Grantees are required to select a project from the IF/THEN project library.

## **RELATIONSHIP WITH THE BOROUGH**

**Summer Latino Music Festival:** We are working along with Oscar Salinas to develop a Summer Music Festival in the Library back yard that is geared towards Latino artists.

**Red Bank Public Schools:** Sira Williams will be attending RBPS' Preschool Family Fun Day on Saturday, November 19. She also tabled at the RBPS Primary School.

**Storywalk: November's Story Walk is Giving Thanks:** A Native American Good Morning Message by Chief Jake Swamp. Families are also encouraged to participate in this month's Story Walk Read Along on November 15. The program begins at the Library and includes a group reading of the Story Walk in addition to snacks and a craft.

**Red Bank Elks:** Cheymane Myers, President of the Red Bank Elks, reached out to us regarding a partnership opportunity. The Elks received a \$2000 grant to supply the community with diapers, formula, car seats, education materials, and more. The Elks would like to partner with the Library on this initiative.

#### **RBPL IN THE PRESS**

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

VII. President's Report: None

VIII. Committee Report:

- A. Personnel: None
- B. Buildings and Grounds: None
- C. Finance: None
- D. Policy Review Ad Hoc Committee: None
- E. Strategic Plan Ad Hoc Committee: None

IX. Foundation Report: On 11/14 the Foundation had their bimonthly meeting and approved the programming request of funds for 2023. On 11/18 The Foundation will have a small event to recruit members to the Foundation Board.

X. Old Business: None

XI. New Business:

- A. Resolution 22-18: RBPL Holiday Schedule: Motion to approve Ann Ciabattoni, 2<sup>nd</sup> Sara Siegler. Abstain: Stephen Hecht. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.
- B. Resolution 22-19: RBPL Board Meeting Schedule: Motion to approve Sue Viscomi, 2<sup>nd</sup> – Ann Ciabattoni. Abstain: None. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.

XII. Public Portion: None

XIII. Adjournment: 716pm Motion to approve Sue Viscomi, 2<sup>nd</sup> – Ann Ciabattoni. Abstain: None. Absent: Robyn Gedrich, Mayor Menna, Ann Goldman, Dr. Ramage.

Respectfully submitted,

Candyce Valor