

Board Meeting of the Trustees
Meeting Date: March 21, 2019

Meeting Time: 6:30 pm

Location: Meeting Room

- I. Call to Order at 6:34 pm.
- II. Open Public Meetings Act - read by Ann Ciabattoni
 - a. 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, Stephen Hecht, Kathy Horgan JT Pierson, Joan Rothwell, Grace Sapphire, Sara Siegler, Suzanne Viscomi, Jim Whyte
Not in attendance: Mayor Menna, Jared Ramage.
Staff attending: Eleni Glykis, Candyce Valor .
- IV. Approve Meeting Minutes
 - a. February 21, 2019 Board Meeting Minutes approved
Moved by Sara Siegler, seconded by Jim Whyte.
Ann Goldman, Stephen Hecht, Grace Sapphire abstained. Motion carried.
- V. Treasurers' Report - no report
- VI. Director's Report
 - a. Current Project Updates -
*Buildings and Grounds: There was a problem with the Library's HVAC System The basement was flooded. Pump was removed and is being repaired by Supreme Conditioning in Hazlet. DPW workers did the cleanup.

*Father Lock from Trinity Episcopal Church and Michael Aufiero from Front Street Trattoria came to refinish the table in the Eisner Room. Michael made Candyce aware of the poor condition of the wooden walls and floor. The walls and floor would have to be re-sanded and treated to prevent them from splitting.

*IT Proposal: A proposal was received from Biff Duncan Associates for IT services. After review, it was decided that Option 3 would best meet the needs of the Library
 - b. Staff Updates -
*Awaiting the results from a physical for our latest new hire to start
 - c. Services and Programming -
*Automatic Renewal: A memo will be going out next membership meeting to the consortium. The memo states that items will follow the circulation rules of the checkout library, so libraries opting into auto-renewal will benefit from the service.

*Maker's Day - the Library will be hosting its 3rd Annual Maker's Day on Saturday, March 23rd. The program will feature hands on activities for patrons of all ages.

*Power Play is a new program developed by Jaime that introduces kids to crafts,

science kits, and other activities. This program will be in the Children's Room on Tuesdays from 6:30-8:30 pm.

*Meditation on the River program is cancelled until a new facilitator can be found. Michael Goldberg has health complications and cannot continue to teach the program.

d. Problem Patrons -

*One of our regular patrons has been very disruptive. On Monday, March 11th, we called the police to have him removed. He left before the police escorted him out. An Incident Report Form has been created for staff to fill out in the future, so we can keep a record of problem patrons.

*Another patron has been asking the Circulation staff to sign her check out and check in receipts. Sara Siegler suggested that Eleni Glykis call the patron to discuss the patron's concerns.

e. Relationship With the Borough -

*Eleni Glykis will attend a one on one meeting with Ziad Shehady on March 25th. The Department Head Meeting is on March 27th.

VII. President's Report -

- a. Strategic Plan is up for review in 2020. An Ad Hoc Committee will be formed. Jim Whyte will chair it.

VIII. Committee Report -

- a. Personnel Committee - there was a meeting with Eleni Glykis after her 3 month probationary period was up. It was a very positive meeting.
- b. Buildings and Grounds Committee - no meeting.
- c. Finance Committee - There was a meeting on March 20th where salaries were discussed. There will be further discussion at next month's meeting.
- d. Policy Review Ad Hoc Committee - Eleni Glykis will talk to Ziad Shehady regarding some issues on March 25th.

IX. Foundation Report -

- a. The Foundation approved \$6,200 for adult and children programming. The Foundation also renewed Ancestry.com subscription for another year.
- b. \$21,500 was raised for the 2018 Annual Appeal. The 2017 total was \$15,075.
- c. Because the Library's Walking Tours have been so popular, Linda Hewitt is forming a committee to organize a tour of historic Red Bank houses as a fundraiser in the spring of 2020.
- d. There will be a Foundation Meeting on April 2nd regarding the capital improvements planned for the ground floor.

X. Old Business - none

XI. New Business -

- a. JT Pierson took the Oath of Office for Superintendent's Alternate.
- b. Approved 2019 Budget
 - Resolution #1 - Motion to approve by Sara Siegler. Seconded by Stephen

Hecht.

- c. Resolution #2 - Motion to approve by Ann Goldman. Seconded by Jim Whyte.

XII. Adjournment at 7:10 pm. Moved by Sara Siegler, seconded by Joan Rothwell.
Motion carried.

***Next Board of Trustees meeting will be held on Thursday, April 18, 2019 at 6:30 pm.
Please notify Eleni Glykis (eglykis@lsmac.org) with a copy to Ann Ciabattone
(aciabattone2000@yahoo.com) at your earliest convenience if you will not be able to attend.***

Respectfully submitted,
Grace Sapphire