

Red Bank Public Library

Board Meeting of the Trustees

Meeting Date: Thursday, June 18, 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 6:03 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 June 15, 2020.
- III. Roll Call - In attendance: Ann Ciabattoni, Ann Goldman (joined late), Stephen Hecht, Joan Rothwell (joined late), Jared Ramage, Sara Siegler, Sue Viscomi, Jim Whyte. Not in attendance: Kathy Horgan, Mayor Menna. Staff attending Eleni Glykis, Candyce Valor.
- IV. Approve Meeting Minutes
 - a. May 21 Meeting Minutes. Moved by Sara Siegler seconded by Sue Viscomi. Motion carried.
- V. Treasurer's Report – moved to approve invoices currently due - \$6,792.36. Moved by Sara Siegler and seconded by Sue Viscomi. Motion carried.

Director's Report:

- Reopening plan put into effect for July 6 as originally planned. Unsuspended holds will be activated in order to test the curbside system. Working out details for this. Asked if RBPL can go fine free for the balance of the year. All fines were suspended through July 15, Eleni would like to continue this through December, 2020. Would like to increase the "block" threshold from \$10 to \$100 (this blocking for unpaid fees or books that were not returned.) The idea is to focus on allowing people to use our services during these difficult times and not encumber them when times are so difficult, but not eliminating the debt. Additional discussion about how Ocean County Library System handles this type of "debt." If library card not used in 3 years, the card is purged. If the fine has been on the book for 7 years, it is purged. Items are also deleted from the collection.
- Would also like to offer 10 free prints/copies/pages per day in conjunction with the curbside service. Heard that community members who needed print materials for personal relief grants for example through HABCore, did not have access to a printer. We can track this usage, and if folks can email the documents they need, we can print for them.
- Have pushed for local educators to get temporary RBPL library cards to help them access our services/materials.
- Elevator still problematic – we need it now to get books to second floor for quarantine. Discussion about the ongoing issue with this appliance and the costs and the overall inconvenience. Ann asked for a 4-year report of expenses paid to date and reasons for repairs and then try to get a meeting (virtual or via phone) with Jersey Elevator to discuss our experience and overall frustration with the support they have offered. Because replacing the elevator is part of the State Bond Grant, it was asked if this vendor was part of the spec process for the new unit. They were not, as they do not do new installations. Vendor approached was Mobility, who also did the last installation.
- Applied for the IMLS Cares grant for \$60,000 to add a contact-list locker system (like the Amazon system) that we would use now and continue in the future to pick up their holds, asked for a Wifi hot spot in town in Johnny Jazz Park, increase bandwidth in the building so that we can offer better

connectivity for more users inside and outside the building, asked for 20 Chromebooks so we could circulate if necessary, 20 mobile hotspots, and then more robust computer for Candyce's area to handle remote hook ups and digital services. Borough grant writer felt this grant was too competitive for a likely positive response and Eleni and Candyce prepared this on their own. Response expected in August.

- DPW - Eleni met with Terrence to go over cleaning service for the building which has fallen off during the shutdown.
- New programming for Race and Diversity issues in Children's. Also applying for a loan through Mazda for Race and Diversity programming expansion.

VI. President's Report – Nothing specific to report. Ann sat in on the Rural and Small Library Consortium discussion yesterday offered through ALA. Representation from throughout the country – huge variety of challenges.

VII. Committee Report

- a. Personnel – did not meet.
- b. Building & Grounds – Just met and went through a list of outdoor projects and tried to bundle for the Borough to get the ball rolling.
- c. Finance – Met on June 10. Continuing going after grants. Working with Borough on cleaning as it is driven by the deed. Concern about ratables being reduced due to economic downturn impacting on our funding.
- d. Policy – did not meet. Many policies need to be updated.
- e. Strategic Plan – Committee met on June 10. Barbara Pickell has put together the final plan which will be sent to the Board for review before July meeting. We also plan to send the progress on the existing plan for review – what's completed and what's in the works before the next meeting too. Jim wanted the Board to know that the committee was meeting weekly and Barbara was great as the facilitator and the participants were great.

VIII. Foundation Report – did not meet.

IX. Old Business – none

X. New Business –

- a. Resolution 2020-07 –To temporarily suspend fines for 2020. Sara Siegler moved and Steve Hecht seconded – no dissensions.
- b. Resolution 2020-08 –To temporarily increase the block balance from \$10 to \$100 through December 31, 2020. Steve Hecht has asked for more data. No motion but by voice vote Board has agreed to table 2020-08 pending more data.
- c. Resolution 2020-09 – To amend the current technology policy to allow patrons to print 10 free b/w copies per day. Moved by Jared Ramage and seconded by Sara Siegler. No dissensions.

XI. Public Portion – no public present but Sue Viscomi offered a story about being in line at the Post Office and the library came up in discussion. It was obvious from the comments right down the line that people were anxious for the library to open and how much people missed the staff and the place. Nice to be loved.

XII. Adjournment at 7:00 pm. Moved by Joan Rothwell, seconded by Sue Viscomi. Motion carried.

Respectfully submitted,
Ann Ciabattoni