

Eisner Memorial Library 84 West Front Street Red Bank, NJ 07701

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Board Meeting of the Trustees Meeting Minutes

Meeting Date: May 19, 2022 ~ Time: 6:30pm Location: Main Floor Library

- I. Call to Order: 631pm
- 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, Jim Whyte, Ann Goldman, Robyn Gedrich, Sue Viscomi, Stephen Hecht, Kathy Horgan. Staff Attendance: Eleni Glykis and Candyce Valor. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna.
- III. Approve Board Meeting Minutes:
 - a. Approve April 21, 2022 Regular Board Meeting Minutes: Sue Viscomi Motion, Jim Whyte 2nd. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna. All in favor. None opposed.
- IV. Treasurer's Report
 - A. **Bill List – Action Item: \$23,366.33** Jim Whyte Motion, Sue Viscomi 2nd. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna. All in favor. None opposed.
- V. Director's Report:

CURRENT PROJECTS

IMLS: We are finalizing our Chromebooks for circulation, and they should be ready by late June. We are waiting to order the last piece of this two-year grant, the hybrid programming equipment and installation. The remaining grant funding will cover the Library's Internet service and increased digital holdings throughout 2023.

Labor and Literacy Lab: 18 people have registered for the first offering of the IC3 class. The instructors have scheduled participants for pretesting before the course begins. Five people passed the pre-test. The New Jersey State Library has released a new grant of up to \$20,000. We intend to apply for this grant to cover our instructors' salaries until December 31, 2022.

TeleTalk Booth: The door has been fixed, and the staff has been decorating the kiosk. We also reached out to the Parker Clinic and shared information regarding the booth. The Clinic was excited to work with us and felt that the booth would serve patrons when they could not make it to their physical location. We are drafting a press release regarding both the TeleTalk Booth and the HealthConnect @ New Jersey Libraries iPad.

ARPA: With our APRA grant money, we purchased four solar charging stations, two SolarSynthesis 120V outlets, and two SuperCharge 35 solar USB charging stations. They will be installed near the benches on the bulkhead with the most sunlight. Also, we are downgrading from the 10 iPad Airs we initially quoted in the grant to base model iPads. The change allows for purchasing a second desktop Mac computer, which is more in line with community needs. The last part of that project is to buy furniture for the YA area and outdoor furniture for the Eisner patio.

Red Bank Master Plan: We participated in the Masterplan interviews and connected with the Historic Preservation Commission. This coming summer, we plan to attend a committee meeting to discuss partnering to promote and preserve Red Bank's Local History.

Exterior Painting: We need to receive a couple more quotes for the trim work before selecting a vendor. We are also working with DPW to finalize what size man lift we need to inspect the roof and continue with those repairs to get the building painted.

NJCBG: The complete bid document was sent over to the Borough Administrator to be checked by the attorney, and we're waiting to hear back from the Borough Administration when the papers will go out.

NJLA Awards and Honors: We are happy to announce that the Library, Staff, and Trustees are winners of numerous awards, which will be celebrated at the annual convention. Wins include:

- Equity Diversity and Inclusion Award - Red Bank Public Library
- Journalism Award - Allison Perrine Two River Times for her coverage of the Let's Talk About Race series
- Rising Star Award - Candyce Valor
- Innovative Program - Family Race and Diversity Story Time
- Trustee Recognition Award - Ann Ciabattoni

A big congratulations to all of the staff and volunteers who make this library all it can be!

Books, Brews, and Library News: A big thank you to everyone at the Foundation, especially Linda Schwabenbauer, Beth Hanratty, Stephanie Albanese, and Ann & Enrico Ciabattoni, who worked tirelessly to put together a phenomenal event on Friday, May 13th. The weather might not have let us celebrate in the backyard, but moving the event to the main library floor turned out beautifully.

Termites: Termite control will be performed on Friday, May 20th. The recent bout of rainy weather has pushed the date back a bit.

Meeting with Borough: The Buildings and Grounds Committee and staff are meeting with Borough Administrator Chief McConnell and DPW department Head Cliff Keen to discuss the Library Building and Maintenance.

SERVICES AND PROGRAMMING

Drag Queen Story Hour: The Library will be hosting two Drag Queen Story Hour sessions with Harmonica Sunbeam at the Library on June 22nd at 10:30 am and June 27th at 6:30 pm. The Story Hour includes singing, movement activities, 3-4 books, and a craft.

Pride in the Park: Once again, the Library will participate in the Borough's Pride in the Park and provide information to residents on everything the Library offers.

Juneteenth Jubilee: Although the Library will be closed the following Monday in honor of the National Holiday, the Library will participate in the Borough's Juneteenth Jubilee at Johnny Jazz Park on Saturday, June 18, 2022.

Monmouth Day Care Play Date in the Park: The Library will also be tabling at Monmouth Day Care's Playdate in the Park on June 4th. Ms. Sira will be there for story time and provide information about the Library. We have also informed staff at MDCC that students and staff are eligible to receive library cards at the Red Bank Public Library.

Sustainable Red Bank: Sustainable Red Bank returns this month with a focus on native plants.

School Visits: Over the last couple of weeks we've hosted the 4th grade classes from Red Bank Middle School. Sira Williams introduced each class to the Library's collections, programming and services. Students also registered for cards online before their visits.

Returning to In Person Services: We are slowly working on returning a number of our services back to the in-person style. This includes a new session of the Mindful Hour with Dr. Carol Penn as well as Eryka Andrex's Zumba Style Dance fitness class. We will also start moving furniture in the West Room to accommodate our R

Bearing Witness: The Red Bank Public Library will host a vessel of soil from Samuel "Mingo" Jack Johnson lynching site. The table-top display with an engraved soil jar, accompanied with literature and handouts is located on the Library's main floor. Our own volunteer Sue Goldberg is putting together the Library's display.

Affordable Housing: Sat June 4th, the Library will host the Affordable Housing Alliance who will provide an overview of affordable housing for those who are interested in applying.

VI. President's Report: No report.

VII. Committee Report:

- A. Personnel: No meeting
- B. Buildings and Grounds: Meeting with attorney to review deed.
- C. Finance: No meeting
- D. Policy Review Ad Hoc Committee: No meeting
- E. Strategic Plan Ad Hoc Committee: Jim Whyte and Eleni Glykis distributed the status report on the strategic plan, it is quite intensive and if there are any questions, they can be addressed at the next Board meeting. Additionally, a system is trying to be decided to best quantify the strategic plan goals.

VIII. Foundation Report: Eleni Glykis reports that the foundation held a great event on May 13, 2022.

IX. Old Business: None

X. New Business:

- A. Resolution 22-11: Approving Assistant Director Salary: Sara Siegler Motion, Sue Viscomi 2nd. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna. All in favor. None opposed.
- B. Resolution 22-12: Authorizing the Red Bank Public Library to Apply to 2022 NJSL LSTA Grant: Stephen Hecht Motion, Sara Siegler 2nd. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna. All in favor. None opposed.

XI. Public Portion: None

XII. Adjournment: 651pm Sue Viscomi Motion, Jim Whyte 2nd. Absent: Ann Ciabattoni, Jared Ramage, Mayor Menna. All in favor. None opposed.

Respectfully Submitted,

Candyce Valor