

East Brunswick Public Library
Board of Trustees Meeting
April 19, 2022

Attendees:

JoAnn Chmielowicz	John Arthur, Library Director
Wayne Christie (Arr. 7:35)	Michael Bobish, Assistant Library Director
Mayor Brad Cohen	Daragh McAuley, Exec. Admin. Assistant
Ken Freedman	Angel Albanese, CFO, Township of East Brunswick
Aarti Punjabi	Donna Forte, Co-President, Friends of the Library
Nicole Tibbetts	Shreya Bhardwaj, Student Representative

Ms. Chmielowicz called the meeting to order at 7:30 pm. A roll call was made and a quorum was present. Ms. Chmielowicz stated that the meeting was advertised and the Open Public Meeting Act requirements were met.

All rose for the Pledge of Allegiance.

Minutes of March 15, 2022:

Dr. Freedman made a motion to approve the minutes of March 15, 2022. Mayor Cohen seconded. Voting yes: Ms. Chmielowicz, Mayor Cohen, Dr. Freedman, Ms. Punjabi and Ms. Tibbetts. Voting no: None.

Public Participation:

Donna Forte, the co-President of the Friends of the Library reported that the Bling sale was very successful—they made \$7500—and another one is scheduled for November 5 and 6. Defensive driving classes will resume in May after being cancelled during the pandemic. The Spring program will be held via Zoom, and will feature Brian Rose, with a program entitled, “And Now a Word From our Sponsor.” The book sale is scheduled for October 9-16, and handbag bingo in March, 2023. Bunco has been postponed, and they are in the process of acquiring more bags to sell at the circulation desk.

Shreya Bhardwaj, the student representative, read the teen report for March. The bulletin board proves to be popular. Twenty volunteer hours were logged during Friday Game Days, coding classes and others.

The Foundation Board did not meet this month.

Mayor Cohen reported that the Township administration submitted the 2022 budget to the Town Council. The 0.5% increase will likely result in a tax decrease to residents, when the County and School taxes are included. Mayor Cohen also added that an outdoor celebration for Ramadan was held, which proved popular.

Treasurers Report:

Mr. Arthur reported that the passport revenue is increasing due to an increase in the number of appointments offered. The reserve accounts have not had much activity, but that may change soon with several projects in the works. Mayor Cohen commented on the transits in/transits out statistics on the Monthly Statistics report. These numbers indicate that EBPL is a net borrower, and shows the value of being a member of LMxAC. A suggestion was made to push the marketing of the LMxAC app.

Mayor Cohen made a motion to approve the March 14 and April 20, 2022 bill list. Ms. Tibbetts seconded. Voting yes: Ms. Chmielowicz, Mr. Christie, Mayor Cohen, Dr. Freedman, Ms. Punjabi and Ms. Tibbetts. Voting no: None.

Correspondence:

There was no correspondence.

Reports of Standing and Special Committees:

A. Building Committee

Mr. Arthur reported that this committee met to discuss the children's room renovation. They are looking to renovate the bathrooms, and replace the lighting and the flooring. Quotes from state contract vendors have already been received for vinyl flooring and carpet tiles. Library administration is working with the township engineer to get a bid package together. Administration is also trying to work the renovation into the strategic plan.

B. Strategic Planning Committee

Mr. Arthur reported that quotes have been received from several companies to assist with the strategic planning process. The quote received from the Edward J. Bloustein School of Planning and Public Policy at Rutgers University was the lowest, and administration is waiting to receive the contract from them.

Director's Report:

Mr. Arthur reported that a grant was received from Columbia Bank for \$2500. The Concerts in the Courtyard have all been scheduled, with the 1st being a Ukrainian band on May 8. All iPads except for one library have been delivered for the NJ HealthConnect grant. In a few months, Mr. Arthur will have a usage report available. Mr. Arthur, Karen Parry and Janel Middelstedt will give a presentation about this grant at the NJLA conference in June.

Mayor Cohen made a motion to approve the staff changes in the March 2022 Director's Report. Ms. Tibbetts seconded. Voting yes: Ms. Chmielowicz, Mr. Christie, Mayor Cohen, Dr. Freedman, Ms. Punjabi and Ms. Tibbetts. Voting no: None.

Old Business:

A. Vending Machines

Mr. Bobish reported that new Healthy Vending machines were installed in the café area several weeks ago. The vendor has been very responsive with assistance with any glitches we have encountered. Mr. Bobish thanked Dr. Freedman for spearheading this change.

New Business:

A. Annual Financial Disclosure Reminder

Mr. Arthur reminded all of the trustees that they should have received an email link for this, and it must be completed by April 30. Library administration will confirm with the new township clerk, Tamar Lawful, that she has the current list of trustees.

B. Resolution #10,806 Closed Session

Resolution #10,806

Closed Session

WHEREAS, the Open Public Meetings Act, P.L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Board of Trustees wish to move to executive session to discuss the following matters:

Library Director Performance Review

WHEREAS, minutes will be taken during the closed session and once the confidential matter has been resolved, then the minutes will be made available to the public;

NOW THEREFORE BE IT RESOLVED that the East Brunswick Public Library Board of Trustees will hereby move to closed session and that the public will be excluded from this meeting in accordance with the Open Public Meetings Act.

Mayor Cohen moved to approve the above resolution. Dr. Freedman seconded. Voting yes: Ms. Chmielowicz, Mr. Christie, Mayor Cohen, Dr. Freedman, Ms. Punjabi and Ms. Tibbetts. Voting no: None.

The Board moved into closed session at 8:25pm.

The Board returned into open session at 8:42pm.

Information Items:

There being no further business, Ms. Tibbetts made a motion to adjourn at 8:45 pm. Mayor Cohen seconded.

Respectfully submitted,
Mr. Wayne Christie, Secretary