

East Brunswick Public Library
Board of Trustees Meeting
March 17, 2020

Attendees:

Deborah Cornavaca, President	Melissa Kuzma, Interim Library Director
Mary Pan, Vice President*	Daragh McAuley, Exec. Administrative Ass't.*
Arti Punjabi, Treasurer*	Art Lewin, Trustee Emeritus*
Patricia Palumbo, Secretary*	Gary Matoren, East Brunswick Resident*
Mayor Brad Cohen	Angel Albanese, CFO, East Brunswick Twp.
Dr. Ken Freedman*	
Barbara Wendell*	
Kathy Spadafino*	
Nicole Tibbetts, EB Board of Education Representative*	

*- These attendees called into the meeting.

Ms. Cornavaca called the meeting to order at 7:02 pm. A roll call was made and a quorum was present. Ms. Cornavaca stated that the meeting was advertised and the open public meeting act requirements were met. Ms. Tibbetts is new to the Board, has not been sworn in, and therefore cannot vote.

Agenda:

Mayor Cohen made a motion to revise the March 17, 2020 agenda to include a discussion about the selection of the Library Labor Attorney. Dr. Freedman seconded. Voting yes: Mayor Cohen, Dr. Freedman, Ms. Spadafino and Ms. Wendell. Voting no: Ms. Cornavaca, Ms. Palumbo, Ms. Pan and Ms. Punjabi. Mayor Cohen explained that he wanted to offer that the town pay for the library to use the township labor attorney. Ms. Cornavaca said the issue would not be discussed since the meeting was for emergency business only, and noted that an opinion that it was a conflict of interest had been received but that since she would not have an opportunity to share that information, the topic should not be discussed at the meeting. Mayor Cohen asked that it be noted that the board has turned down the agenda with a discussion of a free labor attorney.

As this did not pass, Ms. Cornavaca made a motion to approve the amended March 17, 2020 agenda, as distributed. Voting yes: Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi and Ms. Spadafino. Voting no: Mayor Cohen and Ms. Wendell.

Minutes of February 18, 2020:

Mayor Cohen made a motion to approve the minutes of February 18, 2020. Ms. Punjabi seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell. Ms. Cornavaca requested that if any board

member has any matters arising from these minutes, to please email her and it will be discussed at the next meeting.

Public Participation:

Ms. Cornavaca shared that the Friends of the Library and the Teen Representatives opted not to attend the meeting. There were no other public comments.

Treasurers Report:

Ms. Cornavaca made a motion to approve the February 24, and March 18, 2020 bill lists. Mayor Cohen seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell.

Correspondence:

There is no correspondence.

Reports of Standing and Special Committees:

In the interest of expediency, the committee reports were omitted.

Director's Report:

Dr. Freedman made a motion to approve the staff changes on the February 2020 Director's Report. Ms. Cornavaca seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell.

New Business:

A. COVID -19 Update

Ms. Cornavaca thanked Ms. Kuzma for being on top of this issue, from purchasing extra cleaning supplies, to ordering more frequent cleaning. She said that the library is closed this week, and this may be extended. Dr. Freedman shared that his Wellness Spotlight on EBTV from a few weeks ago covered this topic, and contains some helpful information. Mr. Lewin felt that the library is an essential service, especially at this time, and asked if the library can work with students to help with on-line learning. Ms. Kuzma said that all students can access the library databases with a generic library card. Mr. Lewin asked if an email about library services be sent to the entire town, and Mayor Cohen will look into this.

B. Staff Payment during emergency closures

Ms. Cornavaca would like some guidance from the Board on this, as she would like to continue paying the staff, but it will have to be revisited if this continues into next month. Mayor Cohen

asked if there is money in the budget to support this, and Ms. Cornavaca replied that there is, as everyone is getting paid their regular salary.

Ms. Pan made a motion to keep paying the staff during the closure. Ms. Cornavaca seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell.

C. Approve 2020 Budget

Ms. Cornavaca said that Ms. Kuzma worked with the Mayor and CFO Angel Albanese on the budget. She then reviewed this with the Finance Committee.

Dr. Freedman made a motion to approve the 2020 budget. Ms. Pan seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell.

D. Resolution #10,750 To Apply for Grant Funds

Resolution #10,750

To Apply for Project Grant Funds

NOW THEREFORE BE IT RESOLVED that the East Brunswick Public Library Board of Trustees hereby certifies that permission has been granted to apply for the Project grant entitled the New Jersey Library Construction Bond Act for the purposes described in the application in the amount of _____.

The filing of this application was authorized at the official meeting of the governing body of the East Brunswick Public Library held on March 17, 2020.

Ms. Kuzma stated that the project estimate is \$8,712,618. The deadline for the application submission is April 6, 2020, but Ms. Cornavaca is hopeful that this will be extended, given the current crisis. Ms. Cornavaca stated that this resolution is needed for the application, but this does not tie them to the project.

Ms. Cornavaca made a motion to approve the above resolution. Dr. Freedman seconded. Voting yes: Mayor Cohen, Ms. Cornavaca, Dr. Freedman, Ms. Palumbo, Ms. Pan, Ms. Punjabi, Ms. Spadafino and Ms. Wendell.

Dr. Freedman made a motion to adjourn at 7:34 pm. Ms. Cornavaca seconded.

Respectfully submitted,
Ms. Patricia Palumbo, Secretary