

**Minutes of the Meeting of the Board of Trustees  
of the Bernards Township Library  
May 24, 2023**

**1. CALL TO ORDER**

President Emily Johnston called the meeting to order at 7:33 p.m.

**2. SUNSHINE LAW REMINDER**

In accordance with the requirements of the Open Public Meetings Law of 1975, notice of this meeting has been given in the annual meeting notice sent to the Bernardsville News, Whippany, NJ and the Courier News, Bridgewater, NJ, on December 7, 2022, filed with the Bernards Township municipal clerk, and posted on the library's and township's websites. The public may participate in this meeting only during the public portion, which takes place at the beginning and near the end of the meeting. To be recognized to speak, members of the public who are attending on Zoom via the web should use the raise hand function. Upon recognition by the President, you will unmute your microphone/video. Members of the public who are attending via phone call must hit \*9 on their phone keypad to raise their hand to be recognized. Upon recognition by the President, they can unmute/mute their audio on their phone keypad. Individuals addressing the Board must give their name and address in an audible tone and will have 5 minutes to make their statement.

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

**Present:** Janice Fields, Emily Johnston, Lori Kendis, Karen Kogut, Barbara Madaio, MaryJane McNally, Vivian Pagoulatos [via Zoom], and Darek Smyk

**Absent:** Mitul Shah

**Also Present:** Rachel Burt

**5. PUBLIC COMMENT**

There was public comment regarding the Environmental Commission and the pollinator garden.

**6. APPROVAL OF MINUTES**

**MOTION 23-25** was made by Barbara Madaio and seconded by Karen Kogut to approve the minutes of the April 26, 2023 meeting as written. With Janice Fields abstaining, the motion passed unanimously.

**7. PRESIDENT'S REPORT**

- Emily thanked Rachel for the way she and the staff organized the various events comprising the Library's 125<sup>th</sup> Anniversary Celebration

- Emily announced that she is creating an ad hoc Communication Committee that is an outgrowth of the Library's 2021-2026 Strategic Plan. The committee would be charged with developing a plan for local advocacy that would be due December 2023.

## **8. DIRECTOR'S REPORT**

- Rachel reported that all budget lines have been fully populated in Edmunds.
- Unfortunately, the library had a bad clog in a sink that Roto-Rooter had to address. Due to the overpowering bad odor, it became necessary to close for half a day.
- Rachel will be attending the NJLA Annual Conference in Atlantic City from May 31 – June 2.

## **9. COMMITTEE REPORTS**

- A. Finance and Treasurer—Vivian Pagoulatos, Mitul Shah
  - Vivian reported that spending is on track; 36% of the year has passed and 34% of the budget has been spent.
  - The Finance Committee meet early in May to discuss the Library's capital reserves and the Falcon report.
- B. Friends of the Library Liaison—Lori Kendis, Barbara Madaio
  - Lori reported that despite the weather, the Friends had an enthusiastic presence at Charter Day Saturday, May 20, 2023.
  - The Wine Fundraiser in May yielded \$750 for the Friends.
  - Future plans include a Tea in June and the annual Fund Drive.
- C. Land and Building—Vivian Pagoulatos, Mitul Shal
  - Vivian reported that the committee met May 23 and has been meeting with Ryan Wallace, Director of Public Works and Will Gaddish, Project Coordinator.
  - Vivian and Mitul are reviewing the list of land and building projects to see what has been completed, what can be handled by the DPW, and what needs to be evaluated by Falcon.
  - Vivian also reported that the bids for the Library Construction Bond Grant construction project will be opened Thursday, May 25.
  - DPW will assess the entryway after the Library Construction Bond Grant work has been completed.
  - The Library is in the process of getting bids for cleaning the windows.
  - Vivian reiterated the plan to review the Falcon report from 5 years ago and will check with the Township Department of Public Works before the next meeting.
- D. Legislation & Advocacy—MaryJane McNally
  - MaryJane reported that a US District judge has ruled against a provision of A4769 that prohibited carrying concealed weapons into "sensitive places" including libraries.
  - S3907 has been introduced to the State Senate that would require public libraries to adopt ALA's Library Bill of Rights or a similar policy.

- E. Personnel—Mary Jane McNally, Lori Kendis
- With input from the entire Board, Director Rachel Burt was evaluated positively by the Personnel Committee.
  - Anu Sharma has accepted the P/T Library Assistant vacancy in Adult Circulation. It is anticipated that she will be approved by the Board at the June meeting and will start June 28, 2023.
  - Megan Fahernback, P/T Library Assistant—Children's Services, has resigned effective May 19, 2023. The 12 hour/week position has been advertised.
- F. Policies and Procedures—Karen Kogut  
No report
- G. Technology—Karen Kogut Darek Smyk  
Darek described some of the technological products and services he has investigated that could enhance Library users' experience.
- H. Township Committee Liaison—Janice Fields
- Janice reported on her participation at Oak Street School's Community Helpers Day.
  - Janice reminded the group that the Township's Memorial Day parade will occur 9:00 am in Liberty Corner.

#### **10. OLD BUSINESS**

There was no Old Business

#### **11. NEW BUSINESS**

- **MOTION 23-26** was made by Lori Kendis and seconded by Karen Kogut to approve a Memorandum of Understanding between Bernards Township Library and the Somerset County Library System of New Jersey that would allow reciprocal borrowing. With a roll call vote, the motion passed 8-0-0.
- Rachel announced that a resident donated a copy of the sociology textbook recently rejected for adoption by the Bernards Township Board of Education. Library staff is reviewing the book and evaluating its suitability to add to the collection.

#### **12. PUBLIC COMMENT**

There was public comment regarding the sociology textbook, plumbing issues, and A4769.

#### **13. ADJOURNMENT**

- **MOTION 23-27** was made by Janice Fields and seconded by Darek Smyk to adjourn the meeting at 8:44 p.m. The motion passed unanimously.
- The next meeting of the Bernards Township Library Board of Trustees is scheduled for 7:30 p.m., June 28, 2023 at the Library.