



# Raritan Public Library

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April 19th, 2018

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00 pm by K. Seifert-Ethier, Board President. K. Seifert-Ethier read a statement that the meeting was duly publicized (including notices which were sent to the Courier News and the Star Ledger) and that the meeting was called pursuant to provisions from the Open Public Meeting Law.

MEMBERS PRESENT: K. Seifert-Ethier, C. Torres, B. Doorly, A. Goetsch, M. Pryll (7:30pm) J. Fidacaro, U. Agrawal, A. M. Mead, and M. Paese, Director.

K. Seifert-Ethier led the flag salute.

MINUTES: A. Goetsch made a motion to approve the minutes of the March 15th, 2018 Board Meeting, J. Fidacaro seconded the motion. All trustees approved except A. M. Mead and U. Agrawal who abstained.

TREASURER'S REPORT: A. M. Mead made a motion to approve the April bills including capital expenditures, A. Goetsch seconded and the roll call was unanimous.

## DIRECTOR'S REPORT:

- The Director reported that the Library's e-mail address is linked to both the NJ State Police and Meghan's Law Offender List.
- FTS Landscaping did a spring clean-up and the first fertilizer application.
- Over 35 baby hats were donated to Robert Wood Johnson (Somerset) Hospital resulting from the knitting program on Makers Day.
- The Borough Fire Inspector requested we install 4 carbon monoxide detectors per a new law.
- BFI delivered the new staff chairs. The BOT suggested donating the old ones to local charities/schools.
- Shampanore replaced two missing cedar shingles on the Library's roof. They recommend treating the whole roof to preserve it.
- The Director stated she would like to attend the NJLA Conference in Atlantic City this year. The Trustees were agreeable to her request.
- SWOT analyses were completed by the Library Staff.
- The Director ordered a banner depicting the Library's logo for the 70<sup>th</sup> Anniversary Celebration and for future events. B. Doorly will be lending a tent for the occasion. He is also working on making "Raritan in 1948" booklets to hand out at the program and at the 70<sup>th</sup> Celebration.
- The Director asked if she could run an art program on a Saturday in July when the Library is normally closed. Occasionally the Library opens on weekends for special events. The Trustees gave their approval.

- Two quotes were received to renovate the public bathrooms. The Board unanimously agreed that a flush assisted toilet be ordered first, but that the cost to replace both toilets must not exceed \$2,000.00.

**Upcoming Programs/Events:**

Thursday, May 3<sup>rd</sup>: John Pacifico will give a power-point presentation on what life was like in Raritan in 1948.

Tuesday, May 8<sup>th</sup>: Pallet Art Painting with Irene Mortko

Thursday, May 10<sup>th</sup>: Mother's Day Tea Bath Craft

Thursday, May 24<sup>th</sup>: Mary Todd Lincoln Portrayal sponsored in part by the Raritan Historic Committee

PRESIDENT'S REPORT: K. Seifert-Ethier reported on meeting with Mayor McMullin and Councilman Tozzi. Also, present at the meeting which took place at Borough Hall were J. Fidacaro and M. Paese, Director. Discussion included metrics, detailed cost of the meeting room, capital expenditure plan and renewal of lease agreement between the Library and Borough. D. Tozzi said to call him if the Library encounters snow removal problems. The Mayor mentioned annexing the firehouse to the Library. Consolidation of accounts into money market except for a small checking account was explained. The Trustees unanimously agreed to the move.

**COMMITTEE REPORTS:**

Strategic Planning Committee: collected SWOT forms

Finance Committee: no meeting.

Personnel Committee: requested Executive Session during the next Board Meeting

Public Relations Committee: The Poetry Celebration Night was filled to capacity

OLD BUSINESS: The Board was encountering some problems with trustee training courses. The Library is set to give away promotional materials at the 70<sup>th</sup> Anniversary Celebration.

NEW BUSINESS: None

PUBLIC COMMENTS: Jim Foohey spoke of future "Friends" endeavors such as an upcoming book sale and a possible community yard sale. He showed the Trustees a draw string bag which his group were giving to children at the 70<sup>th</sup> Anniversary Celebration.

Ann M. Mead made a motion to adjourn the meeting at 8:01 pm, C. Torres seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on May 17th, 2018 at 7:00 pm in the Library.