



Raritan Public Library

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December 20th, 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, U. Agrawal, D. Esposito, J. Fidacaro (Mayor Alt.), A.M. Mead (BOE), and M. Paese, Director.

K. Seifert-Ethier led the flag salute.

MINUTES: A. Goetsch made a motion to approve the minutes of the regular and executive sessions of the October 18th, 2018 Board Meeting, A. M. Mead seconded the motion. All trustees approved except C. Torres, U. Agrawal and M. Pryll who abstained.

TREASURER'S REPORT: A. M. Mead made a motion to approve the November and December bills, D. Esposito seconded and the roll call was unanimous.

DIRECTOR'S REPORT:

- The Library received a generous donation in memory of Maggie Grosso. The monies will be deposited in the Maggie Grosso Fund.
- On December 8th, the Library had a Bookfair at Barnes & Noble. We had a "welcome" table at the store, our Children's Librarian read stories and the Green Planet Band played music.
- Two HP desk computers were ordered which Richard Wales will install.
- In January, the Raritan Police will perform an Active Shooter Training Course for Library staff.
- K. Seifert-Ethier and the Director met with R. Wales to start brainstorming ideas for the fourth goal(Technology) of the Strategic Plan. The Library is planning on purchasing a reasonably priced 3-D printer which R. Wales will demonstrate on Makers Day. He will also promote its usage after the event. The Library will need to create a policy for working on the 3-D printer.
- At next month's meeting, the Director will provide stats for 2018 hoopla usage and December website activity.

The Director received a quote for the purchase and installation of 2 Honeywell cameras for the audio/language room in the amount of \$1200.00 from Automatic Communications. D. Esposito made a motion to approve the work, A. M. Mead seconded and the roll call was unanimous.

Upcoming Programs:

January 10, 2019: Hanging Birdfeeder Project with Michele Liana

January 15th: Matinee and Evening Showing of the true story: "Three Identical Strangers"

January 24th: Retirement Workshop presented by Greco-Nader and Associates

PRESIDENT'S REPORT: K. Seifert-Ethier reviewed 2018 highlights. The Library's audit was good. R. Wales, the new IT staff member, is a good fit in our Library. Our Children's Librarian replacement, C. Spicer, has also been successful. The postcard mailers were well done. The Community Room is being used. K. Seifert-Ethier thanked M. Pryll and C. Torres, who are leaving their BoT positions, for their service on the Board. She also thanked all the Trustees for their hard work.

COMMITTEE REPORTS: None

OLD BUSINESS: The Board reviewed anticipated capital expenses. They discussed new carpets and other costs. J. Fidacaro made a motion to approve the Capital Budget, A. Goetsch seconded the motion and the Board unanimously approved.

The Strategic Plan Meeting scheduled in November with Suzan Globus was canceled due to weather. The Board will aim to reschedule with her in January/February. Further discussions about the Plan will take place at the next Board Meeting.

NEW BUSINESS: The Trustees reviewed and discussed the Library's By-Laws. A. M. Mead made a motion to approve the By-Laws, D. Esposito seconded the motion and the roll call was unanimous.

PUBLIC COMMENTS: J. Foohey commented on the police training of employees. He also reported on the last Friends' book sale and on the possibility of having a yard sale fundraiser in 2019.

ADJOURNMENT: At 8:00 pm, a motion was made by C. Torres to adjourn the meeting, D. Esposito seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on January 17th, 2019 at 7:00 pm in the Library.