



Raritan Public Library

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February 15th, 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, Umesh Agrawal, M. Pryll, A. M. Mead, J. Fidacaro, and M.J. Paese, Director.

K. Seifert-Ethier led the flag salute.

MINUTES: C. Torres made a motion to approve the minutes of the January 18th, 2018 Board Meeting, A.M. Mead seconded the motion and the roll call was unanimous.

2018 BUDGET: The Director presented the proposed budget for 2018. The Board President reviewed the Library's financial accounts with the Trustees. After discussion and review, A.M. Mead made a motion to approve the 2018 budget, B. Doorly seconded the motion and the roll call was unanimous.

TREASURER'S REPORT: A. M. Mead made a motion to approve the February bills, C. Torres seconded and the roll call was unanimous.

DIRECTOR'S REPORT: The Director met with two landscaping contractors to obtain proposals for lawn and landscaping maintenance. The Trustees were previously e-mailed their proposals along with one from the Library's current landscaper, Sacchitelli. The Board reviewed the estimates and requested to get one more estimate from FTS of Raritan. A decision will be made to hire one of the companies at the March 15th meeting.

The Director met with four different contractors regarding renovating the public bathrooms. All contractors recommended replacing the toilets and either reconfiguring the piping or installing pressure assisted flushing toilets. Besides replacing the toilets, the renovation would include new lighting and updated tiling.

The Board was given a complete report of hoopla statistics. The Trustees requested that this report be done twice a year.

Upcoming Programs/Events:

Saturday, March 10th: MAKERS DAY event: 7 different programs scheduled for all age groups.

Pre-school: Story read with bird's nest activity

Juvenile: Mad Machines Workshop
Bouncy Ball Project

Teen: Coding (Python) Demonstration... a STEM activity

Adult: Knit/crochet a baby hat to donate to RWJ Somerset Hospital

Learn to install a bathroom/kitchen faucet presented by Home Depot

Create tub tea using bath salts and botanicals

Tuesday, March 13th: Adult Matinee: Rebel in the Rye based on the story of J. D. Salinger

PRESIDENT'S REPORT: K. Seifert-Ethier reported that a copy of the lease was sent to all board members. The new Megan's Law offender updated list should be given to all staff members. The Mayor may want to annex the anticipated firehouse museum to our Library. The Board would like to receive a letter regarding this proposal.

COMMITTEE REPORTS:

Strategic Planning Committee is on hold.

Finance Committee met and discussed budget, metrics, and capital expenses.

Personnel Committee communicated by phone and e-mail. They will meet before the next BOT Meeting.

Public Relations Committee reached out to JFK School.

OLD BUSINESS: J. Fidacaro's presentation to the Borough is possibly moved to April.

The Library will participate with a table and will donate some give-a-ways at the Borough's 70th Anniversary Celebration.

The Trustees discussed getting a paver to honor R. Rispoli and possibly dedicating a clock to him in the Community Room.

NEW BUSINESS: A trustee training link was provided to the Board Members. It was recommended to print-out a certificate on completion of a course or a short-take.

The building lease was discussed. K. Seifert-Ethier asked if there were any concerns with the lease. There were none.

RESOLUTIONS:

2018-02-001: A.M. Mead made a motion to hire the services of Nisivoccia, LLP as the Library CPA for 2108, M. Pryll seconded the motion and the roll call was unanimous.

2018-02-002: A. M. Mead made a motion to hire the services of Scott Smith as the Library's Attorney for 2018, B. Doorly seconded the motion and the Board unanimously agreed.

Ann Marie Mead made a motion to adjourn the meeting at 8:49 pm, B. Doorly seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on March 15th, 2018 at 7:00 pm in the Library.