



# Raritan Public Library

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May 17th, 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 J. Fidacaro, and M. Paese, Director. Absent: U. Agrawal, A. M. Mead.

K. Seifert-Ethier led the flag salute.

At 7:03 pm, J. Fidacaro made a motion to go into Executive Session to discuss Library staff reviews and annual pay increases. C. Torres seconded the motion.

At 7:55 pm, A. Goetsch made a motion to return to regular session and C. Torres seconded the motion.

MINUTES: C. Torres made a motion to approve the minutes of the April 19th, 2018 Board Meeting, M. Pryll seconded the motion. All trustees approved.

TREASURER'S REPORT: C. Torres made a motion to approve the May bills including capital expenditures, B. Doorly seconded and the roll call was unanimous.

## DIRECTOR'S REPORT:

- The Director stated she is in contact with a Verizon rep who is looking into reducing the Library's phone/internet monthly costs and to increase services.
- The Director recently met with members of the Personnel Committee to review resumes for the temporary Children's Librarian position. The interview process will soon begin.
- The Director reported on recent issues from a previous disruptive patron. This time he made inappropriate comments to one of the employees. The Library's lawyer suggested the Board of Trustees write a letter to this individual suspending him temporarily from his library privileges.

After a discussion, A. Goetsch made a motion to suspend this person for 60 days, C. Torres seconded the motion and the roll call was unanimous.

- The Library's audit will be performed in June.
- Raritan's 70<sup>th</sup> Anniversary Celebration was a nice occasion. We gave out Library card applications, program announcements, promotional items and a grand prize. Our 'Friends' group distributed over 35 drawstring bags to the children. Raritan Library received a flower and a certificate for its table decorations.

**Upcoming Programs/Events:**

June 7<sup>th</sup>: Local Author Series: Farrah Walters, teacher at BRHS, will discuss her book: "Poetic Parenting".

June 12<sup>th</sup>: Afternoon and evening showing of "The Greatest Showman" based on the life of P.T. Barnum.

June 14<sup>th</sup>: Flag Day/Betsy Ross presentation: funded in part by a donation from the Maureen Wilson Family.

June 23<sup>rd</sup>: "Friends of the Library" book sale.

June 28<sup>th</sup>: "The Green Planet Band" outdoor concert to coincide with the summer reading theme: "Libraries Rock".

We have also added a teen coding (3 sessions) program run by Anesha Santhanam.

PRESIDENT'S REPORT: K. Seifert-Ethier commended the Library and the 'Friends' on a job well done at the 70<sup>th</sup> Anniversary Celebration.

She also informed the Board of a volunteer appreciation "get-together" to be held on June 29<sup>th</sup> at Frelinghuysen Park.

The Library's website now lists the names of our employees and the RVF libraries which offer reciprocal borrowing privileges.

The board seat remains open.

K. Seifert-Ethier reviewed with the Trustees responses to 6 questions posed by the Borough Council. These responses will be e-mailed to the governing body.

**COMMITTEE REPORTS:**

Strategic Planning Committee: collected SWOT forms

Finance Committee: no meeting

Personnel Committee: finished evaluation

Public Relations Committee: successful 70<sup>th</sup> celebration and 3<sup>rd</sup> Grade visit to the Library

OLD BUSINESS: Recap of the 70<sup>th</sup> Anniversary Celebration

NEW BUSINESS: Finished responses to the Borough's questions

PUBLIC COMMENTS: 2 comments

At 9:02 pm, a motion was made by A. Goetsch and seconded by C. Torres to return briefly to Executive Session. Raises were approved for the staff and made retroactive to January 1<sup>st</sup>, 2018.

B. Doorly made a motion to adjourn the both the executive and regular meeting at 9:05 pm, J. Fidacaro seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on June 21st, 2018 at 7:00 pm in the Library.