



Raritan Public Library

54 East Somerset Street
Raritan, New Jersey 08869
Phone: (908) 725-0413
Fax: (908) 725-1832

November 15th, 2017

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00 pm by R. Rispoli, Board President. R. Rispoli 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: R. Rispoli, B. Doorly, A. Goetsch, K. Seifert-Ethier, C. Torres, M. Pryll and M.J. Paese, Director.

Absent: A. M. Mead, S. Forte, and J. Fidacaro.

R. Rispoli led the flag salute.

MINUTES: K. Seifert-Ethier made a motion to accept the minutes from the regular October 19th Board Meeting, A. Goetsch seconded the motion. The roll call was unanimous.

TREASURER'S REPORT: K. Seifert-Ethier made a motion to approve the November bills including Capital expenses, A. Goetsch seconded and the roll call was unanimous.

DIRECTOR'S REPORT: The Director stated that the Library received a \$200 grant to partially pay for the special musical program which was held during Somerset County's Weekend Journey through the Past.

A quote was received to replace the wool carpeting in the circulation/computer area. The Board discussed doing the job over a weekend in July so as to minimize closure. Merit Movers will be giving an estimate on moving the furniture, computers, and shelving.

Part-time assistant, Helen Esmond, left her position at the Library. Her three hours scheduled each week would be easy to fill.

By way of a recently adopted Borough Ordinance, our full time Library staff can opt-down or opt-out of health coverage. By doing so, they will receive up to a \$5,000 payment at the end of each calendar year.

The Director reported on the Library's hoopla account. Monthly spending has been increasing as more users are logging on to hoopla. Next year, more money either may need to be budgeted or the allotted number of check-outs may need to be reduced. The Trustees asked for monthly reports going forward.

The Director reported that monies have to be moved by resolutions to increase budgeted Facilities Repair/ Maintenance and Petty Cash expenditures.

Upcoming Programs/Events:

Monday, November 20th: Fall Fresh Floral Arranging Class with Michele Liana

Tuesday, December 5th: The History of Chocolate with Carols' Creative Chocolatez from Somerville

Thursday, December 7th: Holiday Floral Arranging Class (second class created due to first class being filled)

Tuesday, December 12th: Matinee: "A Very Country Christmas"

Thursday, December 14th: "Rock Around the Holidays" with duo from Nina Et Cetera

PRESIDENT'S REPORT: R. Rispoli reported that Paternoster replaced the front walkway with brick pavers. The front yard now has curb appeal. Their work will be paid from the monies raised by selling engraved pavers in the back garden area. R. Rispoli will work on getting estimates for remodeling the bathrooms and resurfacing the back handicapped ramp.

COMMITTEE REPORTS: K. Seifert-Ethier discussed the wrap-up meeting with Suzan Globus and asked the Trustees for input on how to proceed with the next three year strategic plan. The Board was in agreement that a facilitator was not necessary and that they felt they can move forward with the current plan. The Trustees agreed a Strategic Planning Sub-Committee should be formed in January.

B. Doorly stated that he started scanning the old 1948 Raritan Valley Newspapers in preparation of the upcoming 70th Anniversary Celebration. John Pacifico would like to do a program at the Library on what life was like in 1948. B. Doorly will also write two articles in the Breeze next year about the celebration.

OLD BUSINESS: The Trustees reviewed a list of future capital projects and prioritized which ones would most likely be completed in 2018.

NEW BUSINESS: M. Pryll mentioned that JFK School is having a family literacy night on December 6th for kindergarteners and first graders. She asked if the Children's Librarian could participate by setting up a table to promote library activities and students getting a library card.

K. Seifert-Ethier asked the Trustees if they would like to have a holiday party after next month's meeting. The Board was receptive to the idea.

RESOLUTION: R. Rispoli read two separate resolutions to transfer monies for possible over budgeted expenditures.

Resolution 2017-11-005: Transfer of funds (\$1,000) within the operating budget from the Furnishings category to the Facilities Repair and Maintenance category. B. Doorly made a motion to approve the transfer, M. Pryll seconded and the roll call was unanimous.

Resolution 2017-11-006: Transfer of funds (\$200) within the operating budget from the Landscaping category to the Petty Cash category. K. Seifert-Ethier made a motion to approve the transfer, B. Doorly seconded and the roll call was unanimous.

C. Torres made a motion to adjourn the meeting at 8:18 pm, M. Pryll seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on Thursday, December 21st at 7:00 pm.