



Raritan Public Library

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October 18th, 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.

[At 6:55pm, prior to the start of the meeting, Eric Colvin, Borough Clerk, swore in Don Esposito as a trustee to the Library Board. The Trustees welcomed Don Esposito.]

MEMBERS PRESENT: K. Seifert-Ethier, B. Doorly, A. Goetsch, J. Fidacaro, A. M. Mead, D. Esposito, and M. Paese, Director. Absent were C. Torres, M. Pryll, and U. Agrawal.

K. Seifert-Ethier led the flag salute.

MINUTES: A. Goetsch made a motion to approve the minutes of the September 20th, 2018 Board Meeting including capital expenditures, A. M. Mead seconded the motion. All trustees approved except D. Esposito who abstained.

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

EXECUTIVE SESSION: At 7:09 pm, A.M. Mead made a motion to move the Board into executive session to discuss the hiring of a new IT person, A. Goetsch seconded the motion and the roll call was unanimous. At 7:13 pm, B. Doorly made a motion to return to regular session, D. Esposito seconded the motion and the roll call was unanimous. The Board agreed to hire Richard Wales for the position.

DIRECTOR'S REPORT:

- The Library received its annual Per Capita State Aid check. This year's amount is \$3,012.00.
- Suzan Globus, strategic plan facilitator, will be attending the first of two meetings on October 22nd. The last work plan with goals will be reviewed. The second meeting with Suzan will be held directly after the November 15th Board Meeting.
- The Director handed out pamphlets she created listing 9 downtown Raritan businesses which will give special discounts to our patrons when they show their Library card. This collaboration between the Library and the businesses will run until December 31st, 2018.
- Tom D'Amico from the Somerset County Cultural and Heritage Commission spoke to the Director about the historic sign for the front of the building. Monies most likely will be allocated at the November Somerset County Freeholder Meeting to procure the sign.

- The Director investigated the electronic signage for the front. She was referred to contact the Historic Preservation office. A discussion followed among the Trustees. All Trustees were in agreement to pursue the topic.

Upcoming Programs:

November 1st: Red Mill Presentation with Jersey Paranormal Investigations

November 8th: Book Art with Judith Krall Russo

November 10th: “Friends of the Library” Book Sale

November 13th: Toxin-Free Home Workshop with Ariel Janho

November 17th: Surprise “Grab-Bag” Craft Project with Irene Mortko

PRESIDENT’S REPORT: K. Seifert-Ethier reported on several outreach activities including Back to School Night at JFK School, Somerset County Historic Weekend, Basilone Parade Weekend, and the “Friends” table at the River Fest. The Library will also participate in the Municipal’s Trunk or Treat.

The By-Laws of the Library will be discussed at the December Board Meeting. The Trustees should review the current copy and look for any “red flags”.

The President reviewed old items on the Capital Expenditure list. The Trustees discussed possible future capital expenses such as storm windows, new furniture for the audio/classics room, and electronic signage. A discussion followed about laptops in the Children’s Room and the need for them to be available.

COMMITTEE REPORTS:

Strategic Planning Committee: No meeting

Finance Committee: no meeting

Personnel Committee: Reported about their meeting with the IT candidates

Public Relations Committee: No meeting

OLD BUSINESS: The new IT position was covered along with fall PR events.

NEW BUSINESS: Strategic planning preparation was covered. The Board will soon meet with the facilitator. The capital budget was reviewed and some new line items were discussed.

RESOLUTION: 2018-10-006: 2018 Library Snow Removal Agreement: A. M. Mead made a motion for the Library to renew its snow removal contract with the Borough, J. Fidacaro seconded the motion and the Board unanimously approved.

PUBLIC COMMENTS: Two public comments were heard.

ADJOURNMENT: At 8:18 pm, a motion was made by J. Fidacaro to adjourn the meeting, Ann M. Mead seconded and the Board unanimously agreed.

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