



Raritan Public Library

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July 18th, 2019

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00pm 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, J. Fidacaro, B. Doorly, A. Goetsch, D. Esposito, U. Agrawal, A. M. Mead (BOE), Z. Bray (Mayor alternate) and M. Paese, Director.
Absent: M. P. Gausz.

K. Seifert-Ethier led the flag salute.

Zachary Bray was introduced as the Mayor's alternate. Everyone welcomed him.

TRUSTEE TRAINING: The Board members watched a training video from the American Library Association on library policies. A discussion followed about our policies and the need for one for our new 3-D printer.

MINUTES: A.M. Mead made a motion to approve the minutes of the June 20th, 2019 Board Meeting, D. Esposito seconded the motion. All trustees approved except U. Agrawal and Z. Bray who abstained.

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

DIRECTOR'S REPORT:

- The Library's audit was completed. A draft was sent. The Bookkeeper and Director reviewed it. A final copy will soon be sent to the Library for final review by the Trustees.
- The Director handed the 2018 library statistics to the Trustees including circulation, programs, and attendance as well as computer and digital service stats.
- The Library's bookkeeper moved the paver account to the money market account where it will make interest.
- Raritan Fire Prevention Official, Dan Lawson, will be coming to discuss the usage of our fire extinguishers.
- The Library is current with the Strategic Plan and the By-Laws which were updated within the last year. The Library's Patron Policies will soon be discussed and revised under "New Business".
- One of our teen volunteers is running a week-long SAT 'boot camp' here at the Library.

Programs/Events:

Tuesday, August 13th: 2:00pm matinee and 6:00pm showing of the film: "The Upside".

Thursday, August 22nd @ 6:00pm: The Beatles: Part 2: Success, Superstardom and Separation with Liverpool native Paul Groom. This presentation covers the years 1964 to 1970. A showcase with Beatle memorabilia on loan by several patrons will be on display through the month of August.

The Trustees were handed a listing of the numerous children's programs offered over the summer.

Shreya Gurjar, our new IT staff member, is starting one-on-one 3-D printing sessions for our patrons. A 3-D policy will be created.

PRESIDENT'S REPORT: K. Seifert-Ethier let the Board know that short take videos are available for all to watch at home. The final audit will soon be available for the Trustees and a possible meeting of the Finance Committee may be called. Konstanze asked that the Trustees review the audit before the next Board meeting.

COMMITTEE REPORTS: None

OLD BUSINESS: None

NEW BUSINESS: The Board reviewed amendments made to the Patron Policy document. A motion to approve the changes was made by A. M. Mead and seconded by D. Esposito. The Board voted unanimously.

Don Esposito recommended scanning the old Raritan Valley Newspapers professionally. Many of the newspapers are deteriorating. The Board agreed that a cost estimate was needed to discuss the matter further.

K. Seifert-Ethier also asked whether past and current issues the BReeze newspapers were kept digitally. The Director stated she would inquire with the owner of the newspaper.

A. Goetsch suggested getting an irrigation system for the Library's yard and garden area. Perhaps the Maggie Fund would cover this.

PUBLIC COMMENTS: None

ADJOURNMENT: At 7:58pm, a motion was made by A. M. Mead to adjourn the meeting, Adele Goetsch seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on August 15th, 2019 at 7:00pm in the Library.