



# Raritan Public Library

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November 19th, 2020

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00 pm by Don Esposito, Board President. This meeting was held virtually via Zoom due to the COVID-19 Pandemic. Don Esposito read a statement that the meeting was duly publicized and it was called pursuant to provisions from the Open Public Meeting Law.

MEMBERS PRESENT: D. Esposito, M.P. Gausz, A. Goetsch, J. Foohey, L. Hnasko, A.M. Mead, and M. Paese, Director. Absent: J. Fidacaro, U. Agrawal, and Mayor Zack Bray

D. Esposito led the flag salute.

EXECUTIVE SESSION: At 7:02pm, M.P. Gausz made a motion to enter executive session, L. Hnasko seconded and the roll call was unanimous. The Board entered executive to discuss personnel matters. At 7:21pm, J. Foohey made a motion to return to regular session, A. Goetsch seconded and the roll call was unanimous.

MINUTES: A.M. Mead made a motion to approve the minutes from the October 15th, 2020 Board Meeting, L. Hnasko seconded the motion. All trustees approved except A. Goetsch, who abstained.

TREASURER'S REPORT: Due to the absence of the Library's bookkeeper, all regular and ordinary bills will be paid later. A copy of the normal monthly expenses will be emailed to the trustees.

## DIRECTOR'S REPORT:

- ❖ N.A. Construction completed the gutter cleaning at the Library.
- ❖ The Finance Committee members came together with the Director to discuss possible anticipated capital expenses. D. Esposito and the Director met with an architect, whose firm specializes in historic preservation, to discuss the Library's stone foundation which is crumbling in certain areas. The Board President will discuss this anticipated capital expense further in his report. The trustees should expect to receive a list of all anticipated expenses via e-mail and prior to next month's meeting.
- ❖ Langhorne mailed the Library a sample of the carpet they are fabricating for the circulation desk area and the stairs. Several trustees have seen the sample and agree it is a good match to the existing rug.
- ❖ The Library is looking into getting its own Zoom account.

PRESIDENT'S REPORT: D. Esposito stated that work needs to be done on the Library's foundation due to moisture rising. Mortar must be replaced in some of the brickwork, and some of the old stone is crumbling. The wrong type of mortar was used during previous renovations.

The architectural company, HMR, will provide a cost proposal to investigate the proper repairs including some outside work. Monies should be allocated in the Capital Fund to cover the restorations.

COMMITTEE REPORTS: None

NEW BUSINESS: None

OLD BUSINESS: J. Foohey reported that discarding books on the front porch is working well. Also, one individual has asked to buy some books from the basement. The area is looking less cluttered.

RESOLUTION: 2020-11-001: Transfer of funds for the Library's budget appropriation. Don Esposito read a resolution to transfer funds in the amount of \$2,000.00 from the program budget to the facilities repair and maintenance budget. A.M. Mead made a motion to approve the transfer, A. Goetsch seconded the motion and the roll call was unanimous.

PUBLIC COMMENTS: None

ADJOURNMENT: At 7:43pm, a motion was made by A. Goetsch to adjourn the meeting, seconded by J. Foohey. The roll call was unanimous.

The next Board of Trustees meeting will be held virtually (via Zoom) on December 17th, 2020 at 7:00 pm.