



Raritan Public Library

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September 17th, 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, J. Fidacaro, A. Goetsch, M.P. Gausz, U. Agrawal, J. Foohey, L. Hnasko, A.M. Mead, Z. Bray and M. Paese, Director.

D. Esposito led the flag salute.

MINUTES: J. Fidacaro made a motion to approve the minutes from the August 20th, 2020 Board Meeting, A. Goetsch seconded the motion. Everyone approved except U. Agrawal who abstained.

TREASURER'S REPORT: A. M. Mead made a motion to approve the September bills, U. Agrawal seconded and the roll call was unanimous.

DIRECTOR'S REPORT:

- Hardbound copies of the Library's audit are ready for the trustees to pick up.
- The HVAC cleaning/disinfecting job will be done by Consolidated Environmental Inc. on Monday, October 12th (Columbus Day). The Library will be closed to the staff and public that day due to the holiday. The Director will overlook the cleaning service.
- A. Goetsch met with the Director to help pick out dyed wool samples for the replacement carpet and they gave Langhorne their approvals of the color selections.
- After meeting with the Personnel Committee, the Director placed an ad with Indeed for a replacement for the children's librarian.
- The Director reported that she received two quotes to remove the dead maple tree in the front yard and to trim back/remove dead branches on the large sugar maple and ash trees in the back yard. Ken's Tree Service estimated \$800.00 and NJ Tree Management Services quoted \$1,300.00. (The Board voted on this in New Business.)
- Mary Rizzo, a longtime patron, left the Library money from her estate. The Director suggested having an engraved paver made in Mary and her husband's honor and placed in the Library's garden area.
- The Director mentioned that many people have been coming to the Library to request making copies or using the computer. The Board discussed offering these services with guidelines in place. J. Fidacaro made a motion to reoffer these services starting October 1st and by appointment, M.P. Gausz seconded the motion and the roll call was unanimous.

- A virtual Trustee Institute is being offered on Saturday, October 17th (10:00am -1:00pm) hosted by the NJ State Library and the NJ Library Trustee Association. Sessions will cover Library Law and other important matters and will count toward State Aid requirements.
- On Sunday, September 20th, in lieu of the annual John Basilone Parade, the town is holding a motorcade procession along a 4-mile route. The motorcade will pass the Library.

COMMITTEE REPORTS: The Personnel Committee previously met to discuss the hiring of a new children's librarian. An ad was placed with Indeed. The Committee will come back to interview prospective candidates.

NEW BUSINESS: M. P. Gausz made a motion to hire Ken's Tree Service to remove and clean up the dead trees and branches in the Library's yard, A. Goetsch seconded and the roll call was unanimous.

D. Esposito discussed purchasing new screens for the windows in the stack room. The Director offered to get three estimates for the new screens.

OLD BUSINESS: J. Foohey reported that there will be no "Friends" book sale this year. In order to dispose of old donated books or discarded ones, Jim suggested putting out a box with free books on each side of the porch. He would also contact JFK about donating children's books.

RESOLUTION: 2020-09-01: D. Esposito read a resolution to transfer monies to the designated capital improvement fund. J. Foohey made a motion to approve the transfer, A. Goetsch seconded the motion and the roll call was unanimous.

PUBLIC COMMENTS: None

ADJOURNMENT: At 7:35pm, a motion was made by A. Goetsch to adjourn the meeting, seconded by J. Fidacaro. The roll call was unanimous.

The next Board of Trustees meeting will be held virtually (via Zoom) on October 15th, 2020 at 7:00 pm.