

WASHINGTON PUBLIC LIBRARY
Minutes of the Regular Monthly Meeting
Library Board of Trustees
December 16, 2019

AGENDA: Reading of the Open Public Meeting Act

ROLL CALL: Scott McDonald, Jeanine Gleba, Ron Duryea, and Rosemarie Rosati

Absent: Michelle Norris, John Valentine, Mayor David Higgins, Jacqueline Nassry

Also in attendance: Usha Thampi-Lukose, Library Director and Tracy Quamme, Account Clerk.

The regular monthly meeting of the Washington Public Library, Board of Trustees was called to order by President Scott McDonald at 6:30 PM.

PUBLIC HEARING: A motion was made by Jeanine Gleba and seconded by Scott McDonald to approve the minutes of the regular meeting of the Washington Public Library Board of Trustees held on November 25, 2019.

Approved with 2 ayes; Abstain – Ron Duryea and Rosemarie Rosati

COMMUNICATIONS: None.

AUDIENCE:

President Scott McDonald opened up the audience portion of the meeting. Seeing no one, Scott closed this portion of the meeting.

REPORTS:

1. President's Report

Scott McDonald reported that he has the camera system quote reviewed by the police department. They recommended getting as much storage as could be afforded, but the current quote seems to be adequate.

Mr. McDonald said that any work on the building foundation project will probably not begin before the spring.

Discussion held again about the new dogwood tree potentially replacing the rose bush that was accidentally removed during grounds clean-up. Follow-up with the Trimmer family still needed to determine if this new tree would be an acceptable replacement.

2. Treasurer's Report -

Jeanine Gleba made the motion to approve the report and Rosemarie Rosati seconded the motion. No discussion

Roll call: Scott McDonald - yes, Jeanine Gleba – yes; Ron Duryea – yes, and Rosemarie Rosati – yes. Approved with 4 ayes; 0 nays; 0 abstentions.

3. Director's Report

Usha Thampi-Lukose highlighted several items from the written report that she had already forwarded to all Board members, including the holiday display at the Library, the Holiday Pancake Storytime, and the well-attended water painting event. The very successful four week coding sessions, "CodingWithKids," was made possible with the assistance of the WHRHS students and the computer science teacher Daryl Detrick in coordination with the Library and its staff Joseph Carey, who is also a student of WHRHS. The "Buy Nothing" drive was held in the Library board room on Saturday, December 7 and Monday, December 9, 2019. Used clothes, shoes, and other small items were swapped between participating parents with remaining items later given to the United Methodist Church as charity.

Finally there was a discussion about joining "MAIN," The Morris Automated Information Network, and Jeanine Gleba later emailed the following information with a link to the organization's website and an email from their executive director:

The Morris Automated Information Network (MAIN) is a consortium of 38 public libraries located in Morris, Somerset and Warren Counties. MAIN's mission is to lead and encourage collaboration, resource sharing, staff development and innovation by providing high quality, cost effective shared services to member libraries for their communities. MAIN aspires to help member libraries and the communities they serve to readily access a rich spectrum of resources.

Together, MAIN libraries serve over half a million residents of all ages. *Patrons of member libraries have access to over 2.8 million items including eBooks, eAudiobooks, Blu-rays, DVDs, music, museum passes, videogames, and of course, books. MAIN libraries also offer a substantial amount of programming, public meeting space, research assistance, lectures, cultural events, public classes, art exhibitions and more.*

MAIN was originally created in 1980 to help oversee the initial automation of local library systems. Over time, it has evolved into a full-fledged public library consortium incorporated as a nonprofit organization which offers its members cost-sharing opportunities, library automation services, technical support, and an organizational structure conducive to collaboration and efficient management of tax dollars."

3. Committee Reports

- a. Finance Committee – Rosemarie Rosati was asked to follow up with Matt Hall regarding the submission of the Library's budget for 2020.
- b. House Committee – No report.
- c. Policy Committee – See discussion below regarding the Employee Handbook.

OLD BUSINESS:

1. Friends of the Library Update – Accessory Sale yielded in very limited proceeds.
2. Trustee Manual – Eliminated
3. Library Status Update – The Borough is still pursuing alternatives including the potential of becoming a regional library by joining with other

municipalities and also the possibility of joining the County Library System with the understanding that the Washington library would remain operational as a branch in that system. Discussion about the costs associated with the Borough potentially joining the County Library System: as stated at the last meeting the current estimate is between \$230,000 and \$250,000. Jeanine Gleba found old documentation of an estimate of \$266,000 in 2010.

NEW BUSINESS:

1. Discussion and Approval of Employee Handbook. Jeanine Gleba reported that Barbara VanWhy, Washington Borough Administrative Clerk who handles human resources, reviewed the manual and stated that it needs to be reviewed by an attorney. The Board members acknowledged the tremendous amount of work that Ms. Gleba put into developing this manual.

EXECUTIVE SESSION (as needed):

ADJOURNMENT: There being no further business, Jeanine Gleba made motion to adjourn and Rosemarie Rosati made the second. The meeting was adjourned at 7:30 PM with all in favor.

The next regular monthly meeting of the Washington Public Library, Board of Trustees, will be held on Monday, January 27, 2019 at 7PM.

Respectfully submitted,
Rosemarie Rosati – Secretary