

MINUTES

BOARD OF TRUSTEES MEETING

WASHINGTON PUBLIC LIBRARY
20 West Carlton Avenue
Washington, NJ 07882
(908) 689-0201

Monday, June 26, 2023 7:03 PM

- I. **CALL MEETING TO ORDER/COMPLIANCE WITH THE SUNSHINE LAW:** Board president Rosemarie Rosati called the regular monthly meeting of the Washington Public Library Board of Trustees to order via Zoom at 7:03 PM EST and read the Open Public Meeting Act.
- II. **DECLARE A QUORUM:** Board president Rosemarie Rosati declared a quorum was present.
- III. **ROLL CALL:** Board members Angela Bridygham, Sheryl Newman, Kevin Noone, Ethel Conry, and Rosemarie Rosati were present. Board members Ian Watts and the School Superintendent were not available. Staff member Tracy Quame was also present. Director Heidi Kaiven was not available.
- IV. **APPROVAL OF THE MINUTES:** Approval of the March and May minutes were tabled until the next meeting as there were only three Trustees present who participated in those meetings.

Ethel Conry made the motion to approve the minutes for the April 24, 2023 minutes and Angela Bridygham seconded the motion. The motion was approved by unanimous consent with 5 ayes, no nays and no abstentions.

- V. **PUBLIC COMMENT/PRESENTATION:** None.
- VI. **COMMUNICATIONS:** A note was left for the Board by Friends of the Library President, Donna Dean, asking for assistance with the upcoming Tricky Tray event
- VII. **REPORTS:**
 1. President's Report-Rosemarie reviewed the information she had included in her report from the New Jersey Library Association (NJLA). NJLA keeps its Facebook page updated with efforts and news related to "book banning" in public libraries and schools. NJLA is also closely monitoring the NJ law A4769 which originally prohibited concealed weapons from being carried in sensitive places, including libraries. The subsequent US District Court ruling against the "sensitive place" provision in the law is being appealed. With the current absence of protection by the law, NJLA urges libraries to review their code of conduct policies and their public safety plans and training. The Board also discussed and decided to offer to host an event where NJLA would provide assistance with enrolling eligible patrons in affordable internet connectivity benefits. Angela suggested that the library coordinate with the school superintendent in order to connect with families identified as struggling with internet connectivity.
 2. Treasurer's Report-financial documents were reviewed. Ethel asked for clarification regarding the number of new computers that were purchased given that some Council members were under the false impression that the cost only covered one instead of the three computers that were replaced. Tracy also highlighted the service statistics that were included in the packet. After some discussion, the Board decided to approach the new Borough Manager, Brian Bond, regarding the continuing need for an automatic door to accommodate people with mobility challenges. Ethel Conry motioned to approve treasurer's report and bill list for June 2023, which was seconded by Kevin. Roll Call: Angela Bridygham-yes, Sheryl Newman-yes, Kevin Noone-yes, Ethel Conry-yes, and Rosemarie Rosati-yes.
 3. Director's Report-In Heidi Kaiven's absence, Tracy reviewed the great success of the summer reading program's kick-off, Zoophoria. There were about 40 children

and 20 adults who participated. Tracy has assigned staff to cover the “craftivities” while Heidi is out of work. The Board expressed its gratitude to Tracy for all her hard work covering for the director.

4. Committee Reports
 - a. Finance Committee-Since the committee has not met for some time and the audit findings need to be discussed, Angela scheduled a meeting for July 6th with Rosemarie and Tracy.
 - b. House Committee-Now that the new Borough Manager, Brian Bond, has started, Angela said that she will invite him to visit the library facility. She will use this opportunity to reconvene the group that conducted a building inspection previously, including the DPW Supervisor and the Town Engineer. We will ask that they also include the building inspector because the engineer said he needed the inspector’s recommendations.
 - c. Policy Committee-Rosemarie reminded the Board that Ian had asked for their review of the draft survey that will be used is to obtain community feedback regarding priorities for the strategic plan. Once we have a finalized version, Ian can generate a QR code that can be distributed for Borough business and churches to post.
 - d. Friends of the Library-Given that there has not been a FOL meeting for some time, and the President is asking for assistance with the Tricky Tray event, Rosemarie said that she will email Donna Dean and Bill Gleba to ask that Donna join our next meeting so she can provide an update to the Board. Rosemarie reported that Bill Gleba had not responded to her last email or text. Since Tracy does have contact with Bill Gleba, she will let him know that some board members would be willing to meet with FOL at his convenience, even if it means having a weekend meeting.

VIII. OLD BUSINESS: There was no old business to discuss.

IX. NEW BUSINESS: Tracy informed the board that there will be an update about library programming in the July edition of the *Messenger*.

X. COMMENTS, ANNOUNCEMENTS, AND OTHER BUSINESS: A small group of patrons who participate in adult programming at the library will be meeting with Tracy this week about the possibility of creating an outdoor event to promote more public awareness about library services.

XI. EXECUTIVE SESSION (as needed): No executive session was needed.

XII. ADJOURNMENT: Angela Bridygham motioned that the board adjourn, which was seconded by Sheryl Newman and approved unanimously. The board adjourned at 8:02 PM.

Rosemarie Rosati, President

Cc: Board of Trustees (7) Washington Public Library
Heidi Kaiven, Director
Tracy Quamme, Clerk