

Minutes
LIBRARY BOARD OF TRUSTEES
Wednesday, September 8, 2021
Virtual via Zoom

Regular Business

Roll call on Zoom:

Present: Sheila Sterling, Jim Lessersohn, John Trause, Miriam Yu,
Susan Jung, Eileen Gabrielle, Eric Mangol

Absent: Anne Sullivan, Joe Colella (arrived after meeting ended)

Approval of minutes: Meeting – August 12, 2021 (JL/ MY)

-Staff considerations portion of Minutes amended (Minutes approved as amended EG/MY)

Approval of financial reports – August 2021 – & Transaction Reports (Bill Lists) –
August 2021(EG/EM)

-\$1,200 refund comes from book drop

-Will not have a transfer of fund issue at the end of the year if we are open full
time from
now till end-of-year

-Fines that were budgeted this year: Budgeting \$7,280 for the year vs. 8 months
we are at \$2,145

**Acceptance of August 2021 Director's Report, Information Services Report, and
Youth Services Librarian Report (SJ / EG)**

-Grades 4th - 6th w/ masks can now come to the library unchaperoned as of
9/7/2021 as long as they and their parents sign a form

-Some water from Hurricane Ida came in on the lower level but nothing
significant

-Insurance is now being required for some programs - Hold harmless agreement
needs to be signed / needs certificate of insurance / NJIF (NJ Intergovernmental
Fund) does not required but recommended it; the Borough requires it. As a result
a few of our programs had to be cancelled / postponed.

-Will post for more Desk Assistant positions at the Library.

Motion to accept John's report (EG / EM)

Correspondence:

- None.

Old Business:

- Capital Plan 2021-2023: Outside furniture; Envisionware (to manage public computers – programmed to allow 60 min for adults / 30 min for kids); and Vega & Mobile Discovery Application for a total of \$5,670.
- Resolution: motion to adopt capital plan for 2021-2023 (SS / JL)

Staff recommendations

- No discussion.

New Business:

- Library Board Meeting Schedule - 2nd Wednesday of every month (Virtually) (JL/EG)
- Library Holiday and Early Closing Schedule - Juneteenth as a holiday, will confirm date later (SJ/EG)

Public Portion:

- Jessica Holmes is a member of the public who has joined the meeting and is considering seeking appointment as a Trustee on the Library Board.

Closed Session: None

Next Board Meeting Wednesday, October 13, 2021