

WASHINGTON TOWNSHIP FREE PUBLIC LIBRARY BOARD OF TRUSTEES
Minutes for the meeting of October 5, 2021

Library Board President Kathy McGroarty called the regular meeting (in hybrid format) of Tuesday, October 5, 2021 to order at 7:12 p.m. Meeting is in compliance with the Open Public Meetings Act.

Trustees present: Patricia McCarty, Mary Grant, Vince Grayson, Leah Kacicz, Janet Ark, Ed Carpenito, Eileen Jankunis and Kathy McGroarty.

Trustees absent: Bill Roehrich.

Staff present: Jackie Zuzzi, Library Director

Minutes: Motion to approve the minutes from the meeting of September 7, 2021 was made by Janet Ark and seconded by Eileen Jankunis. Pat McCarty and Vince Grayson abstained. Motion passed.

Correspondence: Jackie shared an email from a patron complimenting the library and the services offered.

Open to the Public.

Meeting was open to the public. No public present. Meeting was closed to the public.

Treasurer's Report

Mary Grant presented the treasurer's report for October 2021 and the budget balance is \$289,634.01. Motion was made to accept the treasurer's report by Janet Ark and seconded by Eileen Jankunis. Motion passed.

Bill Approval

Bills to be paid were presented. Motion was made to approve bill payment for the monthly bills by Janet Ark and seconded by Mary Grant. Motion passed unanimously with "aye" votes from the following: Vince Grayson, Pat McCarty, Mary Grant, Janet Ark, Leah Kacicz, Ed Carpenito, Kathy McGroarty and Eileen Jankunis.

Director's Report:

One of the goals of the library's Master Organizing Plan was to renovate the small kitchen off the meeting room to create more storage space. The room consisted of a kitchen unit that was installed when the building was built. It included a two-burner stove, microwave and shallow sink. The sink was the only part that was used, primarily for cleaning up after crafts. DPW removed the kitchen unit and Frank's Plumbing is preparing an estimate to install larger sink. Jackie also contacted Chuck Reig to repaint the room and will be installing additional shelving.

The VOIP phone system is installed and operational. Jackie will work with CenturyLink to get the lines that ported over and cancelled.

Jackie has received several applications for the part-time Library Assistant position and will begin interviewing potential candidates this month.

MAIN voted to move to Overdrive for digital content beginning in 2022. We currently use CloudLibrary, but there has been some dissatisfaction with their customer service, functionality and the fact that they don't support e-ink Kindle users. The move to Overdrive will also enable us to switch back to RBDigital for magazines (who transitioned their content to Overdrive), instead of using PressReader. All of the content purchased in CloudLibrary will transfer over to the new vendor. Also, the Hunterdon County Library system has been using Overdrive for years and has an established collection that MAIN cardholders will be able to access.

Hybrid meetings are going well. The homegrown set-up that we have is being used with all of the Lifetime Learning programs. Participants are able to attend in-person or remotely and a link to the recording of the presentations is sent to all registered patrons.

Adult programming highlights in October include *Discovery of a Masterpiece*, which is about the recent discovery of a Rodin sculpture in Madison and *Wildflower Folklore*, a NJ Audubon program, sponsored by the Friends of the Library.

In the Youth Services Department the non-fiction section is being weeded to remove out-of-date books on various topics and newer content is being purchased to make the collection more current. The discarded books are being sent to the Baker & Taylor Sustainable Shelves program, which enables us to get credit for weeded books and generates funds for those books that are suited for resale. In Youth Services programming, Miss Janice's treasure hunt continues to be a huge hit with the kids. Additional programming highlights include, *Talewise: Aliens Escape from Earth* and several Halloween themed programs for a variety of ages.

The library has had numerous requests from local community groups to use our public meeting space. The fact that we converted the Quiet Study into a permanent meeting space and converted the Computer Room into a Quiet Study is working well. It enables us to book multiple rooms and still have a quiet space for people to work and study. We are considering allowing individuals to book space to take conference calls and Zoom meetings, both for work and school.

Two more Friends sponsored Lifetime Learning programs begin this month; *The Evolution of White Supremacy* and *Comedies on Film*.

Committee Reports: None.

Unfinished Business: The board will vote on the WTPL Technology Plan for 2021-2023 at next month's meeting. Kathy McGroarty is collecting the evaluations for Jackie.

New Business: The approval of the 2020 audit and 2020 transfer of funds form will be moved to an upcoming meeting for a vote. Janet Ark made a motion to approve the 2021-2022 snow removal bid for this coming season. Eileen Jankunis seconded. Motion passed. Ed Carpenito brought up a concern about the library's hours and closing time to accommodate programs and meetings, etc. This will be discussed at the next meeting as Jackie will provide the board with patron statistics and room usage information.

Motion to adjourn meeting at 7:37 pm made by Mary Grant and seconded by Vince Grayson. Motion passed.