

WASHINGTON TOWNSHIP FREE PUBLIC LIBRARY BOARD OF TRUSTEES
Minutes for the meeting of February 1, 2022 held via Zoom.

Library Board President Kathy McGroarty called the regular meeting of Tuesday, February 1, 2022 to order at 7:03 p.m. Meeting is in compliance with the Open Public Meetings Act.

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

Trustees absent: Mary Grant

Staff present: Jackie Zuzzi, Library Director

Minutes: Motion to approve the minutes from the meeting of January 4, 2022 was made Janet Ark and seconded by Eileen Jankunis. Motion passed.

Correspondence: Jackie shared some positive verbal correspondence regarding the library, its staff and programs.

Open to the Public.

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

Treasurer's Report

Janet Ark presented the treasurer's report for 2021 and 2022 and the budget balance for 2021 is \$30,011.49 and the 2022 balance is \$974,514.99. Motion was made to accept the treasurer's report by Janet Ark and seconded by Vince Grayson. 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 Eileen Jankunis. Motion passed unanimously with "aye" votes from the following: Ed Carpenito, Vince Grayson, Pat McCarty, Janet Ark, Leah Kacicz, Eileen Jankunis, Kathy McGroarty and Carolyn Krickus.

Director's Report

Aschor Technologies installed updated data ports at all of the staff desks and circulation desk. In addition to upgrading the ports, since we switched over to VOIP, the voice lines were no longer needed, so they were switched over to additional data ports. The flat screen television for presentations was also installed in the small meeting room.

DRS Landscaping, our snow removal contractor was here three times last month.

We are very excited that Hoopla is scheduled to go live beginning this month. It has been heavily publicized it through our monthly newsletter, webpage and social media. We anticipate that it will be well used and I will include monthly statistics included in the board packet, once it is up and running. WTPL has been chosen to participate in NJHealthConnect@Your Library, a partnership with the East Brunswick Public Library to "promote health equity to individuals who lack technology." This grant provided the library with 3 iPads that can be either loaned out to patrons or used inhouse to conduct low-cost telemedicine appointments, consult with a doctor, interview for a job, or obtain authoritative health information needed to make informed decisions about their health. Each device is CIPA compliant and comes preconfigured with apps and links to the above information.

The first month of take-home crafts for adults was an overwhelming success! The slots filled up on the first day the newsletter went out, as did the waiting list. All adult patrons came into the library and picked up their materials within the allotted week and positive feedback was received through email. Recurring and stand-alone Zoom programs continue to be well attended. Several programs are recorded so that attendees can view them at their leisure and these are often viewed multiple times. Highlights in programming this month include Cash In on Decluttering, a virtual presentation for which over 40 people are registered. Also scheduled is a presentation and Q&A session with Tom McAndrew of the Washington Township Municipal Utilities Authority and A Deep Dive Into Fairytales, presented by a CCM professor.

The final shift of books and reorganization in the Youth Services Department is complete. Thanks to the weeding of the J Non-Fic section, we were able to expand the J Fiction section and incorporate the J Fiction Series books. The J Graphic Novels have been re-located which will allow the graphic novel collection to expand even more as it grows in popularity.

Janice Kildea has joined the MAIN Diversity committee. She is holding a Lunar New Year celebration this month for grades K-5, in addition to this Lunar New Year: Traditions & History will be offered for adults. Both programs were planned with the help of local patrons who celebrate the Lunar New Year. We plan on holding a diverse program regularly, with book displays to highlight diversity. Patrons have been pleased with the amount of children's programming in comparison to other local libraries.

Jackie reported that the well providing the library's water has failed for coliform bacteria. Jackie posted the information throughout the library. Kurt from the town is in touch with the state and Jackie will find out the next steps to remediate the problem.

Committee Reports: None.

Unfinished Business: None.

New Business: Janet Ark made a motion to move the following to reconcile the 2021 expenditures and transfer of funds. Eileen Jankunis seconded. Motion passed.

\$7,286.26 from Salaries to Benefits

\$3,845.00 from Snow Removal to Maintenance & Repairs

\$1,816.00 from Insurance to Maintenance & Repairs

\$1,486.60 from Electricity to Natural Gas

\$4,440.59 from Audio Visual to Books

\$109.93 from Equipment Maintenance & Fees to Supplies

The 2021 Annual Report was presented by Jackie and reviewed and all agreed it was both informative and well written. The 2022 Board of Trustee contact list was reviewed and appropriate changes were made.

Motion to adjourn meeting at 7:40 pm made by Vince Grayson and seconded by Janet Ark. Motion passed.