

**PISCATAWAY PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES**

Monday, January 13, 2020

Evelyn Hartmann, Board President, called the meeting to order at 7:54 p.m.

Trustees Present: Evelyn Hartmann, Fred Cassaday, Chris Irovando, Mark Hardenburg,
Tim Dacey

Also Present: Heidi Cramer, Library Director; Lee Buttitta

ANNOUNCEMENTS

Lyn Hartman indicated that she was gifted a copy of the graphic novel *Becoming RBG: Ruth Bader Ginsburg's Journey to Justice*. It was the first graphic novel she has read and she thoroughly enjoyed it.

MINUTES

The Trustees reviewed the minutes for the meeting held on December 9, 2019. Tim Dacey pointed out a spelling error in the minutes. Chris Irovando made a motion to accept the minutes of the December meeting with a correction and Tim Dacey seconded. The motion carried.

TREASURER'S REPORTS FOR DECEMBER

Fred Cassaday, Treasurer, reviewed the Fine Account and the Development Account reports for the month of December.

Tim Dacey made a motion to accept the December Fine Account and Development Account reports and Chris Irovando seconded. The motion carried.

FINANCIAL STATEMENTS AND DISBURSEMENTS FOR DECEMBER

Fred Cassaday, Treasurer, reviewed the Financial Statements and Disbursements for December 2019.

Chris Irovando made a motion to accept the Financial Statements and Disbursements for the month of December 2019. Tim Dacey seconded and the motion carried.

COMMITTEE REPORTS

The new Director's Evaluation Form was adopted at the December 2019 meeting. Lyn Hartmann informed the Board that the form would be distributed at the February meeting. Members can fill out the form and return it by March.

DIRECTOR'S REPORT

Heidi Cramer submitted a written report.

There have been temperature fluctuations at both buildings. DPW and Ramas have responded and are working to fix the issues.

Restroom plumbing issues have been resolved.

The carpeting in the Westergard staff room has been removed and replaced with tile.

The graphic novel collections have been reorganized at both buildings.

A \$300 grant was received from the American Library Association to support two coding programs which took place in December.

Insectropolis presented an interactive program on insects which was attended by 40 people. The program was funded by the Friends.

Peggy Wong and Nicole Dickinson attended a parenting workshop at Children's Corner school. They handed out library promotional materials and did library card signups.

Kate-Lynn Brown & Erica Krivopal did booktalks for over 140 sixth grade students at Quibbletown Middle School.

Doug Baldwin exhibited at Piscataway Schools Steam Scene event with Coding and 3D printing demos. Chris Irovando expressed thanks for the Library's participation.

Dawn Foods awarded an \$8,000 grant to the Piscataway Library Foundation for Stories to Go Kits for circulation at both buildings.

Middlesex County Arts and History awarded a \$4,500 grant for a series of arts programs for teens.

Trustee Chris Irovando will distribute the Strategic Planning survey to Piscataway students.

Mark Hardenburg asked for totals of the number of people who use the library for lending and the number who attended programs.

OLD BUSINESS

None.

NEW BUSINESS

- A. Fred Cassaday made a motion to close the Library on Friday, April 17, 2020 for Staff Development Day and Chris Irovando seconded. The motion carried.
- B. Mark Hardenburg made a motion to waive the meeting room fee for Census 2020. Tim Dacey seconded and the motion carried.

OPEN TO THE PUBLIC

No public comments.

CLOSED SESSION

Tim Dacey made a motion for the Board to move into closed session and Mark Hardenburg seconded. The motion carried.

Fred Cassaday made a motion for the Board to return to open session and Mark Hardenburg seconded. The motion carried.

OPEN SESSION

Fred Cassaday made a motion to approve the personnel transactions and Chris Irovando seconded. The motion carried.

Promotion

Christine Brandenburg, substitute Librarian to part-time Librarian, Children's Services at \$33.74 per hour. Effective January 23, 2020.

OTHER

Tim Dacey informed the Board members that the grand opening of the new Community Center will take place on Saturday, May 16, 2020. The completion will be ahead of schedule.

Mr. Dacey also mentioned that some libraries are abolishing late fees. He suggested that the Board Finance Committee meet before the next Board meeting to discuss this trend.

ADJOURNMENT

Tim Dacey made a motion to adjourn the meeting and Mark Hardenburg seconded. The motion carried and the meeting was adjourned at 8:35 p.m.

Secretary

Recorded and prepared by Lee Buttitta