

Raritan Public Library Board of Trustees Meeting

December 14, 2023

Call to Order: The meeting was called to order in compliance with the Open Public Meeting Notice Act, Chapter 231, PL 1975

Roll Call: Present: Zachary Bray, Jane Fidacaro, Jim Foohey, Adele Goetsch, Laura Hnasko, Ann Marie Mead, Michael Pepe, Director Adam Petroski. Absent: Don Esposito.

Jane called the meeting to order at 7:02 p.m. Jane led the flag salute.

Approval of the minutes from November: Adele made a motion to approve the minutes from November. Ann Marie second. The minutes were approved.

Approval of bills: a discussion was held on how to resolve the yellow line items. It was suggested to move money from the main alliance membership. Zach made a motion, Adele second. Motion approved. Adele made a motion to approve the bills, Jim second. Motion approved.

Old Business:

6.1 – Old overdue fines were removed from Destiny by Spencer. There are currently \$1,747.55 in fines in our system.

6.2 – Main Updates: Adam and Spencer will be meeting with Trevor the week of December 18th to discuss the data migration.

6.3 – eBook collection migration is tentatively scheduled to be completed by March 1, 2024.

6.4 – Outside doors are scheduled to be installed on December 21, 2023.

6.5 – Paperwork was sent to HMR for the site assessment. The assessment date is to be scheduled with the architect and engineer.

6.6 – The fire inspector re-inspected the previous violations, and we passed the new inspection.

6.7 – A draft of the audit report was distributed to the trustees for review at a future meeting.

6.8 - Approved electrical work to be scheduled.

New Business:

7.1 - The board voted to maintain the current holidays for 2024.

7.2 Policy Amendment: Modifications to the Existing Sick Leave Policy – pay out of unused sick days after the termination of employment for part-time employees: the payout is 7 hours for each year worked, with a max of 50 hours.

7.3 – Library Board Trustee Appointments: Umesh Agrawal resigned as treasurer. New appointments will take place in January.

Director's report: Adam reported on Collection Management, IT, Outreach/marketing, Programming, and General Library Management.

Public Comments: none

Adjournment: Adele made motion to adjourn the meeting at 7:55 pm. Jim second. The meeting was adjourned.

Next meeting is January, 18, 2024 at 7 p.m. at the library.