

Raritan Public Library Board of Trustees Meeting Minutes for April 20, 2023

Call to order: The meeting was called to order at 7:00 PM in compliance with the Open Public Meeting Notice Act, Chapter 231, PL 1975.

Flag Salute: The flag salute was lead by Don.

Roll Call: Present: Umesh Agrawal, Zachary Bray (Mayor), Don Esposito, Jane Fidacaro, Jim Foohey, Adele Goetsch, Laura Hnasko, Ann Marie Mead. Absent: Michael Pepe

Motion to approve the minutes from the March meeting: Ann Marie made a motion to approve; Umesh second. Minutes were approved.

Approval of bills for April: Umesh asked a question about the library credit card; Adam explained the types of purchases made with the library credit card. A conversation was held to explain the numbers aligning with the year-to-date total. The numbers were reconciled. Jim made a motion to approve the bills for April; Jane second; the bills were approved. Zach abstained.

Old Business:

1. A letter will be sent from the board to the Raritan Borough Council to request the renewal of the lease for the library for an additional five years beginning January 1, 2024.
2. 2023 Library Budget Discussion highlights: There is an increase in the budget for employee payroll to bring our employees up to 93% of the NJLA recommended rates. Some items are decreasing, like subscriptions and other items are increasing. The cost of books is going up 42%; the cost of programs has an 11% increase.
A motion was made by Jim to approve the budget for 2023. Zach second. The budget was approved.
3. Defibrillator and harassment training to be scheduled. The library may need to be closed to the public for staff training.

New Business

1. Main Library Alliance: A discussion was held about the of the benefits and costs of joining the alliance. The benefits include increasing our catalog size from 32,000 to 3.1 million; shorter time for inter-library loans; long term vitality for the library, access to programs digitally at other libraries in the alliance, technical support, and coordination of group purchases between libraries to save money. There was discussion about discontinuing some subscriptions that we pay for now and would not need to buy once we joined. The cost of joining the alliance was also discussed. The one-time cost of integration will be \$23,500. The annual cost is \$15,440.40. There is a 2% increase each year. It takes 6-8 months to

integrate. Adele made a motion to approve the decision to join; Jane second. The decision to join was approved with one vote against joining.

2. Historic Marker Dedication Date: Discussed dates: May 11th, 12th, or 18th at 3:30 or later – will share the dates with the Council and historical society so a date can be determined.

Committee Reports –

Townwide yard sale – May 6th – only 17 families have signed up – Jim is extending the deadline to register. Need 25 houses.

Directors Reports – Adam requested permission to close the library for an Inservice day for the staff to have training in harassment and possibly active shooter training. Jane made a motion to approve and Ann Marie second; motion carried. Adam gave his report digitally and reported on Collection Management, IT, Outreach/ Marketing, Programming, Training, General Library Management, and volunteers. He also provided information about 2 grants that he applied for.

Public comments: none

Adjournment: The meeting was adjourned at 8:01 PM. Jane made a motion to adjourn; Jim second.

Next meeting: May 18, 2023, at 7:00 PM