

Raritan Public Library
Board of Trustees Meeting
Minutes: November 17, 2022

- A. Call to Order: the meeting was called to order at 7:05 pm in compliance with the Open Public Meeting Notice Act, chapter 231, PL 1975
- B. Roll Call: Umesh Agrawal, Zachary Bray (Mayor), Don Esposito, Jane Fidacaro, Jim Foohey, Adele Goetsch, Laura Hnasko, and A.M. Mead – all present
- C. Flag Salute
- D. Approval of Minutes: AM Mead made a motion to approve the minutes from October and Zach seconded. Motion passed with 3 abstentions: Adele, Umesh and Laura (all absent from October meeting)
- E. Approval of Bills for November: Zach asked about books, landscaping and Programs going slightly over budget. Other categories were significantly under budget, so it's just a transfer of funds from one category to another. We discussed an overage in payroll. It was acknowledged and noted that for 3 months we had two directors on payroll as the new and old directors overlapped during the transition from the former director to the new director. This will not occur next year. Zach made a motion to approve the bills, Jane seconded – the bills were approved.
- F. No executive session
- G. Old Business – MAIN – consortium of libraries – discussed inviting them to meet with the board an hour before the next regularly scheduled meeting on December 15, 2022.
- H. New Business – The board of trustees completed the 7 hours of training on November 17th. Policy committee – Don asked Jane and Adele to meet and

review policies and bring to board if changes are needed. Zachary made a motion to set a budget of \$250 for the staff holiday party. Jim seconded. Motion passed.

- I. Director's Report: Adam gave his report via power point. He shared statistics about circulation, and reported on Collection Management, IT, Outreach/Marketing, Programming, General Library management and Volunteers.

- J. Committee Reports: None

- K. Public Comments: None

- L. Adjournment: The meeting was adjourned at 7:47 p.m. Next meeting: December 15, 2022, at 7:00 pm at the Raritan Public Library.