

Raritan Public Library

Board of Trustees Meeting Agenda

September 19, 2024

1. Call to order – The meeting was called to order at 7:05 P.M. by Jane Fidacaro, in compliance with the Open Public Meeting Notice Act, Chapter 231, PL 1975.
2. Flag Salute – Jane led the flag salute
3. Roll Call: Present: Zachary Bray, Jane Fidacaro, Laura Hnasko, Michael Pepe, Jim Foohey. Absent: Don Esposito, Adele Goetsch, Ann Marie Mead, and Nicolas Carra.
4. Minutes – Mike made a motion to approve the minutes from August with corrections to add his name to the roll call as present, and to add the reason for executive session. Jim seconded the motion. The minutes were approved. Laura abstained. A separate motion was made by Mike and second by Jim to approve the executive session minutes from 8.15.24; they were approved.
5. Approval of Bills – Mike made a motion to approve the bills for September; Zach second. Bills were approved.
6. Old Business:
 - a. Capital improvement Plan – Don and Adam are meeting with HMR on 9.27.24.
 - b. Sidewalks – David Esposito will give us an estimated start date on 9.20.24.
 - c. Mobile printing is live.
 - d. Hot spots are 95% cataloged.
 - e. New hire updates – Spencer resigned and his last day was 9.10.24. Three people were interviewed. A 21 hour/week position was offered to Divya Nair to fulfill Spencer's position, and a 14 hour/week position was offered to Vanessa Nieves to fill the vacant position left by Yvette. They will begin on 9.23.24. Spencer will provide 5 hours a week of web services for two months. Lorraine Bloom will work weekends and sub as needed during the week.
 - f. Mailer update – The county print shop was contacted on 9.3.24. Adam followed up 9.19.24 to check on the proof.
7. New Business – none
8. Director's report – Adam gave his report digitally. He reported on Collection Management, IT, Outreach/Marketing, Programming, Trainings and Meetings, General Library Management, Personnel, and Volunteers. Five businesses agreed to participate in our "Show Your Card and Save" promotion. They are: Candyland Crafts, Tropiano, House of Blooms, The Phone Guy, and E&M.
9. Public Comments – none
10. Adjournment – a motion to adjourn the meeting was made by Zach and seconded by Jim. The meeting was adjourned at 7:49 pm.