



Raritan Public Library

August 15th, 2019

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The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:01pm by K. Seifert-Ethier, Board President. K. Seifert-Ethier read a statement that the meeting was duly publicized (including notices which were sent to the Courier News and the Star Ledger) and that the meeting was called pursuant to provisions from the Open Public Meeting Law.

MEMBERS PRESENT: K. Seifert-Ethier, A. Goetsch, D. Esposito, M. P. Gausz, A. M. Mead (BOE), Z. Bray (Mayor alternate) and M. Paese, Director.
Absent were: J. Fidacaro, B. Doorly, and U. Agrawal.

K. Seifert-Ethier led the flag salute.

MINUTES: A. Goetsch made a motion to approve the minutes from the July 18th, 2019 Board Meeting, A. M. Mead seconded the motion. All trustees approved except M. P. Gausz who abstained.

TREASURER'S REPORT: D. Esposito made a motion to approve all August bills, M. P. Gausz seconded and the roll call was unanimous.

ANNUAL AUDIT REVIEW AND APPROVAL: The Board discussed the Library's annual audit and several recommendations which are a result of the Library being a small one. A motion was made by A. M. Mead to approve the audit, seconded by D. Esposito and the roll call was unanimous. A summary of the audit will be posted for one month on the Library's website.

RESOLUTION: 2019-08-005: A motion was made by D. Esposito and seconded by M.P. Gausz to pass resolution on the Library's audit. The roll call was unanimous.

DIRECTOR'S REPORT:

- Verizon updated our phone lines from copper wiring to fiber optics. There was no additional cost for the upgrade.
- The Board discussed a draft which they were previously sent of the Library's new policy for 3-D printing. D. Esposito made a motion to approve the new policy, M.P. Gausz seconded the motion and the roll call was unanimous. The new policy will be added to the main patron policy document.
- The Director informed the Board that the Library has two laptops which were purchased in 2012 with Windows 7 operating systems that will soon no longer be supported. The cost to replace the two laptops will be \$1,130.00. M. P. Gausz made a motion to purchase the computers, Z. Bray seconded and the roll call was unanimous. The Director remarked that other outdated technology items may soon need to be replaced and that she will present pricing at upcoming board meetings.

- The Director gave an overview and cost estimates of three proposed capital improvement projects. One was for the cedar roof cleaning and preservation, the second for carpet replacement, and the third for underground irrigation of both the front and back yard. After a discussion followed, the trustees decided to revisit the projects at the September Board meeting. The irrigation project can be done in early spring and paid out of the Maggie Grosso fund.

Programs/Events:

Thursday, September 5th at 6:30pm: Mozzarella and Tomatoes: An End of Summer Treat: ShopRite of Greenwich, NJ will be sending one of their specialists to demonstrate the making of mozzarella cheese.

Tuesday, September 10th: a 2:00pm and a 6:00pm showing of the new live action film “Dumbo”.

Saturday, September 21st at 1:00pm: “Rob Trout and the Flounders” will perform a rock concert honoring John Basilone, all war veterans and active military personnel. The concert will be held outdoors, weather permitting.

Sunday, September 22nd: 10:00 am until 1:00pm: The Library will be open special hours prior to the 38th annual John Basilone Parade.

Tuesday, September 24th at 2:00 pm: Chair Yoga with Bridget Ryan-Blake.

PRESIDENT’S REPORT: K. Seifert-Ethier reviewed the strategic plan and the community outreach to JFK School. The Friends of the Library and PTO Yard Sale was a success. The Children’s Librarian traveled to the Frelinghuysen pool to do Storytimes. We need to do metrics to show how things are progressing. Reaching out to the community leaders is an on-going process. We should reach out to the Economic Committee as a resource and bridge to the business community. Our community room is available to groups. The goal is to continue to aligning library resources with our mission and strategic plan, to continue improving interaction with our “Friends” group, and to continue enhancing technology with new computers and our IT employee. The Board President suggested reconnecting with the neighborhood watch.

COMMITTEE REPORTS: None

OLD BUSINESS: None

NEW BUSINESS: D. Esposito mentioned the idea of purchasing a generator since we are a cooling and warming center for our community. A. Goetsch renewed request for an electric sign. M. P. Gausz spoke about getting a defibrillator for the Library. Z. Bray discussed the possibility of installing “free library boxes” around town.

PUBLIC COMMENTS: None

ADJOURNMENT: At 8:37pm, a motion was made by A. M. Mead to adjourn the meeting, Z. Bray seconded and the Board unanimously agreed.

The next Board of Trustees meeting will be held on September 19th, 2019 at 7:00pm in the Library.