

## Minutes of the Meeting of the Board of Trustees Eastern Monroe Public Library

The regular scheduled monthly meeting of the Board of Trustees of the Eastern Monroe Public Library was held remotely on April 16, 2024.

**Present:** Trudie Lear, Dawn Migliacci, Joni Oye-Benintende, Debbie Kulick, Pete Pappalardo, Deborah Emin, Betsy Buzzelli-Clarke, Judy Magann, Aaron DeAngelo

**Absent:**

**Staff in attendance:** Cheryl Brice, Rose Hewitt, Hope Kuchinski, Julie Bonser

**The meeting was called to order at 8:33 A.M. by Board President Trudie Lear.**

**President's Remarks:** T. Lear gave an overview of upcoming projects. It has been a busy month including meetings concerning the safety and security of the library

**Minutes of the March 19, 2024 meeting:** D. Kulick /J. Benintende moved to accept the minutes of the March 19, 2024 meeting. The motion passed unanimously.

**Treasurer's Report –Copies of the treasurers report were circulated before the meeting.**

T. Lear/D. Kulick moved to approve the bills as presented and the measure passed unanimously. It was noted that the electric bill was a bit high. The financials are in good order

**Committee Reports:**

**Buildings and Equipment** – P. Pappalardo and D. Migliacci presented their report on the “garden/courtyard” area. The committee’s recommendation is to remove the fence and add cameras and lighting. The committee report was submitted prior to this meeting. P. Pappalardo/B. B-C moved to remove the fence ASAP at an approximate cost of \$4000. The motion was amended by J. Benintende/P. Pappalardo to remove the fence, increase lighting and cameras. If possible, this should be included in the Hughes grant. The motion was passed unanimously.

**Policy and Operation – Strategic Planning Committee:** No report

**Fundraising** – There was discussion about the Hughes parking lot and the possibility of having the businesses that currently park there pay to park.

**Publicity & Community Relations:** None

**Personnel:** J. Benintende/P. Pappalardo made a motion that the opt-out of insurance benefit be grandfathered with current staff and it not be available to new hires from this point on. The motion passed unanimously. J. Benintende/P. Pappalardo made a motion that the employee handbook will state that no firearms/weapons will be permitted on the premises. A sign that will be visible from the parking lot will state this policy. The motion passed unanimously.

**Ad Hoc Committees:**

**Smithfields:** - Work in the children's room is completed. The book dropbox needs to be replaced as it had been damaged by a snow plow.

**PTL** - Waiting for more information about the move to the old NCC building with the township offices. The library is busy despite its small size.

**Director's Report** – *A full copy had been distributed by email prior to the meeting.*

The Hughes grant is due at the end of April. It will include outside stucco work, duct cleaning, 12 new computers, fence removal, lighting and cameras, and more.

**Adult Services Report** – *A full copy had been distributed by email prior to the meeting.*

Attendance at adult programs has been wonderful and growing with lots of upcoming programs. A popular new monthly program is Ask A Master Gardener with people from Penn State Extension. Tech topics and the Health booth are attended. The study rooms are highly used.

**Youth Report:** *A full copy had been distributed by email prior to the meeting.*

It is a busy time of year for Youth Services. Summer reading runs from June 10-August 10.

**Old Business** – The personnel manual may now be completed with today's policy updates.

**New Business** – An Ad Hoc committee was formed to discuss the homeless situation at the library. The committee is composed of D. Migliacci, J. Magann, D. Emin, T. Lear, B.B-C

**Adjournment** - The meeting was adjourned at 10:02am on a motion by P. Pappalardo/J. Benintende. The motion passed unanimously.

**The next meeting will be held via Zoom at 8:30 am on May 21, 2024.**

**Respectfully Submitted,**

**Betsy Buzzelli-Clarke**

**Board Secretary**