

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 March 19, 2024.

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

Absent: Aaron DeAngelo

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

The meeting was called to order at 8:30 A.M. by Board President Trudie Lear.

President's Remarks: T. Lear gave an overview of upcoming projects.

Minutes of the February 20, 2024 meeting: J. Benintende /P. Pappalardo moved to accept the minutes of the February 20, 2024 meeting as amended to show that D. Emin be added to the Property/Buildings & Equipment committee.; The motion passed unanimously.

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

B. B-C/J. Magann moved to approve the bills as presented and the measure passed unanimously. The money from the state has been received.

Committee Reports:

Buildings and Equipment : A representative from the PA state police will be coming to the library on March 26 for a risk assessment. P. Pappalardo is working on taking down the fence in the back/garden area and replacing it with a fence that can be seen through. Further discussion for the renovation of this will be taken up at the next committee meeting.

Policy and Operation – Strategic Planning Committee: No report

Fundraising – J. Magann will chair this committee. She asked clarification of what/why fundraising for the library.

Publicity & Community Relations: D. Kulick's next Sunday Pocono Record article will include new happenings at the library for the month of April.

Personnel: J. Benintende introduced the updated employee manual. The clothing policy was approved as currently written. There was a lengthy discussion about a weapons policy. Cheryl will check with our solicitor for proper wording for all library branches. The manual item concerning insurance and opting out was discussed. The approval of the entire Handbook was tabled until next month's meeting.

There was discussion about having tags for employees so that they may be identified as library staff. It is not necessary for the tags to have the employee name on it.

Ad Hoc Committees:

Smithfields: - Work in the children's room is currently underway. There is no completion date yet set.

PTL - Waiting for more information about the move to the old NCC building with the township offices.

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

Three panic buttons have been installed: Youth services area, reference and the circulation desk. Cheryl indicated she is waiting to hear about receipt of funds from a will. It is a very generous bequeath.

The café has been open only sporadically. It is hoped to be open on a more regular basis.

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

Attendance at adult programs has been wonderful and growing.

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

J. Bonser highlighted attendance at the program for East Stroudsburg pre-K children.

Old Business – None

New Business – None

Adjournment - The meeting was adjourned at 10:15am on a motion by D. Migliacci/P. Pappalardo. The motion passed unanimously.

The next meeting will be held via Zoom at 8:30 am on April 16, 2024.

Respectfully Submitted,

Betsy Buzzelli-Clarke
Board Secretary