

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 December 17, 2024.

Present: Betsy Buzzelli-Clarke, Trudie Lear, Dawn Migliacci, Debbie Kulick, Aaron DeAngelo

Joni Oye-Benintende, Pete Pappalardo, Deborah Emin

Absent: Judy Magann

Staff in attendance: Cheryl Brice, Rose Hewitt

The meeting was called to order at 8:32A.M. by Board President Trudie Lear.

President's Remarks: T. Lear thanked Joni Benintende and Deborah Emin for their hard work and service on the board.

Public Comment: Mr. Hal Harris, as president of the Rotary Club of the Greater Poconos and other visitors discussed the VITA (Volunteer Income Tax Assistance) Program and the possible use of the library as a site for the program.

Minutes of the November 19, 2024 meeting: D. Kulick/P. Pappalardo moved to accept the minutes of the November 19, 2024 meeting. The motion passed unanimously.

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

B. B-C/J. Benintende moved to approve the current bills as presented and the measure passed unanimously. Having passed the budget at a special meeting on December 12, 2024, the library is in a great financial situation for the upcoming year.

Committee Reports:

Buildings and Equipment : The courtyard project is underway. The top part of the roof (overhang) is completed. The outside lights in the area have been replaced. D. Migliacci will put together a report for other building projects to be done in the coming year.

Policy and Operation: None

Fundraising – None

Publicity & Community Relations: None

Personnel: J. Benintende presented the updated staff job descriptions. The descriptions include the actual duties of each position. A. DeAngelo/D. Kulick moved to approve the updated job descriptions as presented. The measure passed unanimously.

Ad Hoc Committees:

Smithfields: A replacement for D. Emin’s seat on the board will be forthcoming, hopefully before the January 2025 meeting.

PTL: Attendance at programs is dwindling

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

Cheryl gave an overview of the year’s activities. She informed the board of receipt of a \$2000 grant from the Abeloff Foundation and a \$3000 grant for the bookmobile. An upgrade to the camera and alarm systems will be a priority in the coming year. She thanked the board for the ongoing support.

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

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

Old Business – Two candidates for the Middle Smithfield/Smithfield open board seat have submitted CV’s. Please send recommendation for T. Lear who will then forward the board preference to the township personnel.

B. B-C/J. Benintende made a motion to approve the following resolution:

BOARD RESOLUTION

Eastern Monroe Public Library Board of Directors^[11]_{SEP} Date: December 17, 2024

At a duly called meeting of the Board of Directors of the Eastern Monroe Public Library, the following resolution was proposed and approved:

WHEREAS, Trustee Dawn Migliacci has provided significant expertise and oversight for critical building maintenance projects under her purview, including roofing maintenance, courtyard demolition and renovation, spouting installation, and other necessary repairs; and **WHEREAS**, Ms. Migliacci’s continued leadership and commitment are essential to the

successful and timely completion of these projects, ensuring compliance with township building codes and prioritizing the safety of library staff and patrons; and

WHEREAS, the Board recognizes that the completion of these projects is vital to the library's operations and that Ms. Migliacci's extended service is in the best interest of the Eastern Monroe Public Library;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Directors hereby extends the term of Trustee Dawn Migliacci beyond the current term limits date of December 31, 2024, effective January 1, 2025, until the identified building maintenance projects are completed to the Board's satisfaction.
2. The Library Director is authorized and directed to notify Ms. Migliacci's municipality, Hamilton Township, of this resolution and to ensure the municipality is kept informed of the status of Ms. Migliacci's term and its eventual conclusion.
3. A copy of this resolution shall be maintained in the records of the Eastern Monroe Public Library.

The motion passed unanimously

New Business – None

The meeting was adjourned at 9:15 am on a motion by B. B-C/D. Migliacci. The motion passed unanimously.

The next meeting will be held remotely at 8:30 am on January 21, 2025.

Respectfully Submitted,

Betsy Buzzelli-Clarke
Board Secretary