

Minutes of the Kinnelon Public Library Board of Trustees, December 16, 2020 Meeting

Kinnelon Public Library
132 Kinnelon Rd
Kinnelon, NJ 07405

Recording: William Saks

PLEASE NOTE: This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees (KPL) is being held virtually to minimize the risk of COVID-19 spread.

The meeting of the Board of Trustees was called to order by President A. Vosatka at 7:32 p.m. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

Roll Call: Attendees: K. Fraone, W. Saks, V. Russo, J. Horton, P. Giordano, M. Odian, A. Vosatka, D. Giuseppe

Absent: Mayor J. Freda

Approval of the Minutes: Motion by J. Horton; second by V. Russo; with unanimous approval.

Public Comments Regarding Agenda Items: None

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: Reports were filed as presented.

Approval of the December Bills: Motion by P. Giordano; second by J. Horton. Unanimous approval.

Informational Discussions Including Sub Committee Updates.

CLL and Friends Report: Planning for the 2021 Friends shredding fundraiser is underway for two events, spring and fall. In addition, returning to two membership mailing fundraisers from one due to COVID-19, is scheduled for the spring and fall.

Recently installed pavers in the library walkway have quality issues that are in the process of being addressed with the engraver.

The Barn Theater fundraiser for 2021 is in the planning stages. Contact is being maintained with the Barn Theater event planner in order to be advised of whether or not performances will be held for the upcoming season.

Book Sale committee meetings are scheduled to begin in February. These meetings will focus on planning for the annual sale that occurs in August of each year.

Borough Liaison: The annual reorganization meeting for the Borough Council will be held in January. Committee assignments for council members will be rearranged.

Kinnelon Library Legacy Foundation: None

Personnel SubC: Virtual negotiations are ongoing regarding the renewal of the contract with the union.

Finance SubC: Revenues are lower than budgeted due to Friends and CLL contributions. However, it is expected the year will end with a favorable return to reserves due to reduced spending across all expense categories.

The Finance committee met with the director to discuss the 2021 budget. It will be presented at the January board meeting.

Capital Improvement SubC: The director shared information regarding the results of a recent energy lighting audit completed by Wildan Energy technicians. Information was also shared concerning the State Library New Jersey Construction Bond Act. The details were reviewed for applying for this funding for library projects. Applications will become available in late spring or early summer 2021.

Director Report and Staff Reports: The finance committee members and the director are working on the 2021 budget. The final set of proposals for contract negotiations have been presented to the union. Two additional staff computers have been installed as part of the planned upgrade. Limited indoor public browsing began the week of November 23rd. Virtual programs continue to be well attended. A preview of scheduled January programs will be shared with the public. Report is filed as presented.

Action Items: The planned 2021 trustee board meeting dates and location were reviewed and discussed.

A motion to approve the board meeting dates as drafted was made by J. Horton; second by D. Giuseppe; with unanimous approval.

New Business: The director shared what other libraries in MAIN are doing vis-à-vis in-person services.

Consideration was given to utilizing the library as a warming center in the future. The council liaison will check with the borough OEM officer and the borough health officer to determine what the borough policy is regarding warming centers and whether or not the library is a viable option since it doesn't have a generator.

Old Business: The director reviewed the status of and the process for initiating G-mail accounts for the board members. The decision was made to begin using these e-mail accounts the week of December 21st. New contact information will be disseminated through the appropriate channels.

Public Comments: None

The motion to adjourn was made at 8:23 p.m. by J. Horton; second by P. Giordano .

Respectfully Submitted,

William P. Saks