

## Minutes of the Kinnelon Public Library Board of Trustees, October 19, 2022 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 is being held in conformity with the Open Public Meetings Act. Proper public notice of the meeting was published in the Suburban Trends and the Star Ledger and posted on the Library's website.

The meeting of the Board of Trustees was called to order by President Anne Vosatka at 7:31 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, P. Giordano, J. Horton, A. Vosatka

**Absent:** Mayor J. Freda

**Approval of the Minutes:** Motion by J. Horton; second by P. Giordano; 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 October Bills:** Motion by P. Giordano; second by J. Horton; with unanimous approval.

### **Informational Discussions Including Sub Committee Updates.**

**Friends Report:** The shredding fundraiser is scheduled for Saturday, October 29<sup>th</sup> from 9:00 a.m. – 12:00 Noon. It will be held behind Borough Hall.

Planning for the implementation of the 2023 Service Directory continues. Current data is in the process of being updated and letters soliciting prospective advertisers will be mailed in the near future. The directory will be available virtually as was true in 2022.

Jan Funk and Joan Behonick have been added to the Friends board. Jan will be taking over as secretary replacing Steve Sanchez who remains as a board member.

The membership letter is in the process of being printed. It is scheduled to be mailed the beginning of November.

**Borough Liaison:** A Veteran Days event is planned for Saturday, November 12<sup>th</sup> from 10:00 a.m. – 1:00 p.m. at Borough Hall.

**Kinnelon Library Legacy Foundation:** The status of the sale of the Kennedy White House artifacts was discussed. One auction house responded to date. The Foundation is waiting for quotes from two others. It was decided to look into getting additional quotes from other auction houses.

The Foundation's next regularly scheduled meeting is in December.

**Personnel SubC:** A meeting was held with the director regarding the newly hired Marketing and Engagement Coordinator and the progress of the search for a full time Youth Services Librarian.

**Finance SubC:** The September budget report was reviewed and filed as presented. The online version of QuickBooks has been successfully installed.

**Director Report and Staff Reports:** Highlights included the MAIN Library Alliance is offering a series of continuing education courses for library staff. A part time Marketing and Engagement Coordinator has been hired. Cass Lauer has started in this position on October 5<sup>th</sup>. The progress for the search of a full time Youth Services Librarian was addressed. The deadline for applicants was October 18<sup>th</sup>. Nine applicants are being ranked for this position. The results will be shared with the personnel committee in order to allow for input and gain insight into selecting the best qualified candidate.

Programming is going well and scheduled activities are well attended.

**Action Items:** None

**New Business:** The director will reach out to the acting and/or newly appointed Superintendent of Kinnelon Public Schools to provide the opportunity for participation in the Kinnelon Public Library Board of Trustees.

**Old Business:** None

**Public Comments:** None

The motion to adjourn was made at 8:01 p.m. by P. Giordano; second by V. Russo .

Respectfully Submitted,

William P. Saks