

**North Brunswick Public Library
Board of Trustees Meeting Minutes
September 21, 2022**

Location: Meeting held in library children's section

Attendance:

Trustees: Christine Braccino, Susan Mitchell, Melanie Paccillo, Alberta Paladino, Ann Rosenzweig, Bruce Trattler

Trustees Not Present: Matt Almeida, John Willard

Library Staff: Zoltan Braz (Library Director), Anna Shifton (Senior Librarian)

At 7:02 P.M., with a quorum present, Mr. Trattler, President, called the meeting to order. He asked if proper notice of the meeting was given as required by the New Jersey Sunshine Laws. Mr. Braz, Library Director, confirmed that proper notice was given.

Mr. Braz shared that Dr. William Lopez has moved from North Brunswick and is no longer a member of Township Council. Township Council Representative for library's board meetings is to be identified.

Minutes of August 16, 2022 Board of Trustees Meeting

A motion was made to approve the August board meeting minutes.

Motion: Ms. Mitchell

Second: Ms. Paladino

Approval: Unanimous

Correspondence

Mr. Braz shared that there was no correspondence received.

Payment of Bills

A motion was made to approve the payment of September bills.

Motion: Ms. Braccino

Second: Ms. Paladino

Approval: Unanimous

Treasurer's Report

The Treasurer's Report as of 8/31/2022 was submitted to the board review. No items of note.

Statistical Report

Mr. Braz shared the Statistical Report as of 8/31/2022 with the board for review. The number of new and renewed library cards continues to increase due to library team's outreach initiative. Programming also continues to increase with in-person participation.

Director's Report

The September Director's Report was submitted to the board for review. It included updates on the library's successful End of Summer Reading party, the installation of additional security cameras for inside the library building, and the library's hiring of a part-time library assistant and a new building maintenance worker.

Committees' Reports

Personnel and Salary

Mr. Braz shared that the library has hired a part-time library assistant, Justin Mahalsky, and a new building maintenance worker, Tracey Smith.

Contract Negotiations

Mr. Trattler shared that he and Mr. Braz continue contract negotiations with the union. No items of note to update the board at this time.

Budget and Finance

See New Business section for board approval of library budget for the year 7/1/2022 - 6/30/2022.

Building and Grounds

No updates to report.

Friends of the Library

Mr. Trattler shared that the next Friends' meeting will be on 9/22/2022.

Fundraising

No updates to report.

Strategic Plan

No updates to report.

Capital Planning

In addition to exploring fundraising options for a new library building, Mr. Braz shared that the Capital Planning Committee meeting is scheduled with library's architect, Anthony Iovino, on 9/27/2022 to review the library space expansion options.

Old Business

Follow-up for Ms. Mitchell - schedule time for the town's Superintendent of Schools to meet with Mr. Braz and Ms. Shifton to review the library's outreach initiative.

New Business

Resolution 2022-04: Authorizing the Hiring of Justin Mahalsky as Part Time Library Assistant - the board concurred with hiring.

Resolution 2022-05: Authorizing the Hiring of Tracey Smith as Part Time Building Maintenance Worker - the board concurred with hiring.

Annual Budget Vote:

First motion - Ms. Paladino

Second motion - Ms. Mitchell

Board unanimously approved

Trustee Q&A

Ms. Paccillo requested the library to place the Domestic Violence Awareness Month display in the library during October. Mr. Braz acknowledged request.

Public Hearing

No public in attendance.

Announcements

Mr. Braz shared that the NJ Virtual Trustee Institute meeting will be on held on October 8, 2022. Trustees can register for meeting and hours will qualify for the board's continuing education.

Adjournment

A motion was made to adjourn meeting at 7:55 P.M.

Motion: Ms. Mitchell

Second: Ms. Rosenzweig

Approval: Unanimous

Meeting minutes submitted for approval by Christine Braccino, Board Secretary