

LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, August 24, 2016

Vice President/Treasurer Damion Summerer called the meeting to order at 5:31 p.m.

Pledge of Allegiance

It was noted that the meeting was being held in compliance with the **Open Public Meetings Act**.

Roll Call:

Damion Summerer	<i>present</i>	Agnes Kulu-Banya	<i>present</i>	Janet Walton	<i>present</i>
Nicholas Ciampa	<i>present</i>	Nabil Choueiri (NBC)	<i>ill</i>	Iris Kislin	<i>present</i>
Mayor Kramer	<i>present</i>				
January Adams	<i>present</i>				

Damion motioned to open the meeting to the public. Iris seconded and all were in favor. William Bowman, editor of the *Franklin Times & Advocate*, was present but did not speak.

Damion motioned to close the meeting to the public, Nick seconded and all were in favor.

Damion stated that the minutes from the following meetings were accepted.

June 22, 2016 regular meeting
June 22, 2016 executive session

Director's Report:

January presented the financial reports of the **Director's report** for the months of June and July. The financial reports were filed for audit.

January highlighted various aspects of the narrative section of her monthly report. She noted that:

- Two thousand four hundred and forty-six people had attended 116 programs offered by the library and the branch during the past month. Once again, there was great variety, including summer concerts, puppet shows, and movies.
- The adult, teen and children's reading programs had all concluded on August 23.
- The library's OPAC, SirsiDynix's Symphony Workflows, is currently being loaded on to a new server. This migration should be completed on August 25. During this process the library will continue to do basic circulation services, rather than being unavailable.
- The new 20 ton HVAC AC unit was installed on August 12, thus returning the temperature in the Gallery to normal.
- As per the June board meeting, library board minutes and the budget are now available on the library's website.

Correspondence:

None

Old Business:

Gallery temperature: As per the June board meeting, January had done some investigation into possible ways to ameliorate the uncomfortably high temperatures in the Gallery. She reminded the group that one of Jim Phair's suggestions had been to change the windows so that they could open and release hot air to the outside. However, since the AC vents are located above the windows that would mean that the AC would be sucked out the windows. Next, she contacted SuperSky, the manufacturer of the barrel roof, regarding coating the roof. As of yet there had been no information forthcoming. Going in a different direction, she located a company that manufactured a retractable polyfab structure called a Shade Sail that would cost about \$80,000. At that point she decided to wait and see what effect the new unit would have on the temperature in the Gallery. Since the old unit had not been working to full capacity for some time before it finally broke, it was possible the new unit would be sufficient.

Damion stated that since the new unit had been installed the temperature was much better and perhaps the problem had gone away. January will monitor the Gallery – especially on hot days – and look into checking to see if the HVAC system is out of balance. Iris highly recommended applying a coating to the windows in the area and January will investigate that approach. January will also keep the roofing information that Nick had sent to her shortly after the June meeting for future reference.

Televising board meetings: The last action taken by the board concerning televising its meetings was for NBC to see if the students at the high school could tape the meetings. Although NBC was not present to report on his findings, Mayor Kramer stated that he had spoken to the Superintendent of Schools who had indicated that this was unlikely. The Mayor then went on to express his frustration that the board had not already implemented televising of its meetings. After a brief discussion of logistics and costs, Nick volunteered to get “something together” for the October meeting.

Township appropriation: Nick reported that after further research he was satisfied with how the library’s appropriation is calculated. It is done fairly.

New Business:

Iris stated that she would like to start and head up a program, staffed by volunteers, that would deliver books to individuals at the various assisted living and nursing homes in the area. Iris, who was anticipating six to eight clients, would be willing to recruit volunteers and set up a schedule. Since the Outreach Librarian has already been visiting these locations and has established a relationship with residents and staff, January will talk to her about the possibility of offering such a service.

The following resolution was presented:

WHEREAS, Section 8 of the open Public Meetings Act, (N.J.S.A. 10:4-12 (b) (1-9), Chapter 231, P.L. 1975, permits the exclusion of the Public from a meeting under certain circumstances; and

WHEREAS, the Franklin Township Public Library Board of Trustees is of the opinion that such circumstances do exist;

NOW, THEREFORE, BE IT RESOLVED by the Franklin Township Public Library Board of Trustees in the County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matters:
2. The general nature of the subject matter to be discussed is as follows:
 - a) Property negotiations
3. The Franklin Township Public Library Board of Trustees may take official action on those items discussed in Executive Session upon completion of the Executive Session.
4. The minutes of the discussions shall be made available to the public as soon as the matters under discussion are no longer of a confidential or sensitive nature.
5. This resolution shall take effect immediately.

The aforesaid resolution was moved by Iris and seconded by Janet. All were in favor and the board adjourned into Executive Session at 5:58 p.m.

Property options and negotiations were discussed during executive session.

The group returned from executive session at 6:37 p.m.

The next meeting will be September 28, 2016.

Iris motioned to adjourn the meeting. Janet seconded. All were in favor and the meeting was adjourned at 6:46 p.m.

January Adams
Director of Library Services