

LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, September 28, 2016

President Nabil B. Choueiri called the meeting to order at 5:35 p.m. Dr. Carolyn Armstrong began her term as the Superintendent of Schools representative at this meeting.

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>ill</i>	Janet Walton	<i>present</i>
Nicholas Ciampa	<i>present</i>	Nabil Choueiri (NBC)	<i>present</i>	Iris Kislin	<i>via telephone</i>
Carolyn Armstrong	<i>present</i>	Mayor Kramer	<i>present</i>		

January Adams *present*

NBC motioned to open the meeting to the public. Damion seconded and all were in favor.

There being no comments, NBC motioned to close the meeting to the public, Damion seconded and all were in favor.

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

August 24, 2016

August 24, 2016 Executive session

Director's Report:

January presented the financial reports of the **Director's report** for the month of August. The financial reports were filed for audit.

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

- Two thousand and fifty people had attended 98 programs offered by the library and the branch during the past month.
- The statistics from the summer reading programs were as follows: Ninety participants in the teen program read 143,536 minutes; 354 children had read for a total of 274,571 minutes; and 69 adults read 549 books.
- The Summer Reading Buddies Program had served 30 children with 19 teen buddies. It was so successful this year that the Young Adult Librarian is hoping to expand the program next summer.
- Staff members from the Adult Services department have begun their annual fall outreach visits to township schools.
- Staff members of the Technical Services department have completed the first pass of the Large Type collection inventory.
- The Youth Services department will be introducing a new program of freestyle dancing for young children on October 7.

Correspondence:

Thank you letter from the Association for the Development of Active Youth (ADAY) for providing the venue for their educational seminar

Old Business:

Gallery temperature: As per Iris's suggestion at the last board meeting, January had received estimates from three companies that install window films. She distributed the results to the members with a brief explanation. This was followed by a discussion among the board members of other options and problems. It was noted that the temperature has been acceptable since the installation of the new HVAC unit. Damion thought that the best choice was to see if the building's HVAC system was out of balance and if so, to get an estimate of the cost to remedy it. Board members agreed. January will handle this. It was decided

not to do window films at this time. The mayor stated that he thought it was important to reduce the library's energy usage and that the roof is the main problem.

Televising board meetings: Nick presented some ideas on filming board meetings. Prior to the meeting he had set up microphones to test the audio quality. Also prior to the meeting, the Mayor had set up a camcorder on a tripod to test visual quality. He stated that a suitable camcorder could be purchased for about \$300. Two microphones would cost about \$100 each. Iris mentioned using volunteers from the active adult communities to use the camcorder. Nick thought that the conference table could be reshaped and slightly expanded to allow the camera to view all eight people sitting at the table. This could be accomplished by overlaying the current table with a custom top which would add $\frac{3}{4}$ of an inch to the table's height. He showed board members a drawing. January stated that several other groups use the room for meetings and an altered conference table top might not work for those groups. She thought it would be possible to film the whole group without such modifications.

New Business:

Iris asked if it would be possible to contact Pegi Ballister-Howells, who is the host of *The Garden Show* on 1450 WCTC, in reference to doing a program at the library. January replied that she will ask the Outreach Librarian to see if the library can add Ms. Ballister-Howells to its existing gardening programs.

Iris noted that the Young Adult Librarian had helped her choose books on CD to listen to while she recuperates from eye surgery.

Iris also wanted everyone to know that a new neighbor of hers from Scotch Plains had praised FTPL before learning that Iris was on the board.

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 NBC and seconded by Damion. All were in favor and the board adjourned into Executive Session at 6:01 p.m.

Property options and negotiations were discussed during executive session.

The group returned from executive session at 6:13 p.m.

The next meeting will be October 26, 2016.

NBC motioned to adjourn the meeting. Damion seconded. All were in favor and the meeting was adjourned at 6:14 p.m.

January Adams
Director of Library Services