

**Franklin Township Library
Board of Trustees
Meeting Minutes
January 18, 2023**

ANNOUNCEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT – “In accordance with section 3 of the Open Public Meetings Act (P.L. 1975, c.231), the Chair declares that adequate public notice of this meeting has been posted at least 48 hours in advance on the Franklin Township Library’s website (www.flnj.org) and the Township of Franklin’s website (www.franlintownshipnj.org), as well as in the Franklin Township Library’s newsletter (*The Franklin File*, 2023, Vol. 9, Issue 2), and *The Sentinel* (2023, January 5 – 11, 2023, p.4).”

CALL TO ORDER

Natalie Niziolek, Library Director, was present and called the meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE

N. Niziolek, Library Director, led the Board in the flag salute.

REORGANIZATION

a. Oath of Office

The following members were sworn into office by notary A. Steffens:

- Deb Unkow
- Heather Flaim (Township Liaison)
- David Emmons

b. Roll call of members:

- D. Emmons
- H. Flaim
- A. Fletcher
- C. Rupp
- L. Senor
- D. Unkow
- J. Wilson
 - Contact information reviewed

c. Nomination and Appointment of Officers

- **Motion:** made to nominate D. Emmons as President by A. Fletcher, seconded by J. Wilson. Motion carried unanimously. Position accepted by D. Emmons.
- **Motion:** made .to nominate C. Rupp as Vice President by D. Emmons, seconded by J. Wilson. Motion carried unanimously. Position accepted by C. Rupp.
- **Motion:** made to nominate K. Shover as Treasurer by D. Emmons, seconded by A. Fletcher. Motion carried unanimously. Position accepted by K. Shover.
- **Motion:** made to nominate A. Fletcher as Secretary by D. Emmons, seconded by J. Wilson. Motion carried unanimously. Position accepted by A. Fletcher.

d. Committee Appointments

- **Motion:** made to reassign all committee members from the previous year to the same committee for the current year by A. Fletcher, seconded by J. Wilson. Motion carried unanimously.

e. Appointment of Library Attorney

- **Motion:** made to appoint Joseph Slachetka of Hoffman DiMuzio as attorney of record by J. Wilson, seconded by C. Rupp. Motion carried unanimously.

FIRST PUBLIC PORTION

Motion: made to open the First Public Portion at 7:12 pm by J. Wilson, seconded by K. Shover. Motion carried unanimously.

Kimberly Kerr, a local resident, presented before the Board details of a graphic novel with sexually explicit information, to be considered for removal from circulation. A copy of the library's policy/application regarding book removal was given to Ms. Kerr.

Motion: made to close the First Public Portion at 7:19 pm by C. Rupp, seconded by K. Shover. Motion carried unanimously.

SECRETARY'S REPORT

a. Minutes from December 21, 2022

Motion: made to accept the December 21, 2022, Secretary's Report by J. Wilson, seconded by C. Rupp. Motion carried unanimously.

TREASURER'S REPORT

Motion: made to accept the Treasurer's Report by J. Wilson, seconded by K. Shover. Unanimous roll call approval.

DIRECTOR'S REPORT (SEE INSERT FOR FULL REPORT)

- Adult/teen/youth/baby programs/outreach
- Trainings/Meetings/Webinars attended by Library Director and staff (Natalie was nominated as the Secretary for LOGICAL)
- 5 candidates were interviewed for the position of Library Assistant
- Library statistics for December

COMMITTEE REPORTS

- No committee reports

CORRESPONDENCE

- No correspondence received

OLD BUSINESS

a. **Renovation Project Updates: (see Director's report for full list)**

- Final shelving delivered/installed
- Vibe screen and document camera for Activities Room to be installed
- Still awaiting the arrival of additional furniture that was ordered
- Mobile kitchen items were received
- Additional signage was ordered

NEW BUSINESS

- 2022 Annual Report presented by Library Director (**see insert for full report**)
- “2023 Looking Ahead” (projection report) presented by Library Director (**see insert for full report**)
 - Strategic Plan
 - Revamp website
 - Policy Review/updating
 - New Services
 - Adult Programming Curriculum
 - Outreach Initiatives

SECOND PUBLIC PORTION

Motion: made to open a second Public Portion at 8:03 pm, by A. Fletcher, seconded by J. Wilson. Motion carried unanimously.

Patricia Robinson (member of the Friends of the Library) inquired about the book selection and purchase process; teen programming.

Motion: made to close second Public Portion at 8:12 pm, by J. Wilson, seconded by A. Fletcher. Motion carried unanimously.

CLOSED SESSION

Motion: made to go into Closed Session at 8:13 pm by A. Fletcher, seconded by J. Wilson. Motion carried unanimously.

Motion: made to go out of Closed Session at 8:17 pm by J. Wilson, seconded by K. Shover. Motion carried unanimously.

Motion: made to accept the recommendation of Patricia Robinson as a nominee for Trustee to complete the term of T. Rosa-Rhodes by A. Fletcher, seconded by C. Rupp. Motion carried unanimously.

ADJOURNMENT

Motion: made to adjourn the meeting at 8:34 pm by J. Wilson, seconded by K. Shover. Motion carried unanimously.

The next regular meeting will be held on February 15, 2023 at 7:00 pm.

Respectfully submitted by Audrey Fletcher, Secretary

