

**Franklin Township Library  
Board of Trustees  
Meeting Minutes  
March 15, 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.ftlnj.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**

D. Emmons, President, was present and called the meeting to order at 6:57 pm.

**PLEDGE OF ALLEGIANCE**

D. Emmons, President, led the Board in the flag salute.

**ROLL CALL OF MEMBERS**

- D. Emmons
- A. Fletcher
- P. Robinson
- C. Rupp
- L. Senior
- K. Shover
- D. Unkow
- J. Wilson
- N. Niziolek (**Library Director**)
  - **Absent** – H. Flaim

**FIRST PUBLIC PORTION**

**Motion:** made to open the First Public Portion at 6:59 pm by J. Wilson, seconded by P. Robinson. Motion carried unanimously.

**Motion:** made to close the First Public Portion at 6:59 pm by J. Wilson, seconded by L. Senior. Motion carried unanimously.

**SECRETARY’S REPORT**

- **Minutes from February 15, 2023**

**Motion:** made to accept the February 15, 2023, Secretary’s Report (**including minutes from all special meetings held - see inserts**) by J. Wilson, seconded by P. Robinson. 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
- Township Committee meeting
- State Aid Survey submitted
- Museum passes courtesy of the Friends
- Monthly library statistics for February
- Strategic Planning Committee meeting scheduled for 3/21/23
- Wowbrary Statistics

## COMMITTEE REPORTS

- **Budget Committee:**
  - **Motion:** made to accept the minutes from the Budget Committee meeting held on March 8, 2023 by J. Wilson, seconded by C. Rupp. Motion carried unanimously.
  - **Motion:** made to accept the recommendation of the Budget Committee to pursue the purchase of a digital sign and hearing support technology under the grant funding by C. Rupp, seconded by J. Wilson. Unanimous roll call approval. C. Rupp and P. Robinson are point people for contact regarding the digital sign.
  - D. Emmons to speak with the Township officials regarding updating building usage agreement.
  - **Motion:** made to approve **Resolution Number 23-01** ("Resolution Authorizing Annual Salary Increases") by J. Wilson, seconded by A. Fletcher. Unanimous roll call approval.

## CORRESPONDENCE

- Letter of intent to retire (**see attached**) submitted by Ann Steffens with an effective date of July 1, 2023.

## OLD BUSINESS

- **Renovation Project Updates:**
  - See attached Budget Committee minutes

## NEW BUSINESS

- No new business for discussion

## **SECOND PUBLIC PORTION**

***Motion:*** made to open a second Public Portion at 8:24 pm, by J. Wilson, seconded by K. Shover. Motion carried unanimously.

***Motion:*** made to close second Public Portion at 8:24 pm, by J. Wilson, seconded by L. Senor. Motion carried unanimously.

## **CLOSED SESSION**

- No items for Closed Session discussion

## **ADJOURNMENT**

***Motion:*** made to adjourn the meeting at 8:26 pm by A. Fletcher, seconded by J. Wilson. Motion carried unanimously.

The next regular meeting will be held on April 19th, 2023 at 7:00 pm.

**Respectfully submitted by Audrey Fletcher, Secretary**