

**Franklin Township Library**  
**Board of Trustees**  
**Meeting Minutes**  
**May 21, 2025**

**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](http://www.ftlnj.org)) and the Township of Franklin’s website ([www.franklintownshipnj.org](http://www.franklintownshipnj.org)), The Sentinel of Gloucester County(Nov. 28, 2024), as well as the Community Bulletin Board.

**CALL TO ORDER**

D. Emmons, President was present and called the meeting to order at 6:59pm

**PLEDGE OF ALLEGIANCE**

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

**ROLL CALL OF MEMBERS**

- B. Doherty
- D. Emmons
- M. Fiorella
- S. Keen
- C. Rupp
- K. Shover
- D. Unkow
- J. Wilson
- P. Robinson
- Brandi Grosso (Library Director)

**FIRST PUBLIC PORTION**

*Motion:* made to open the First Public Portion at 7:00pm by J. Wilson, seconded by C. Rupp. Motion carried unanimously.

*Motion:* made to close the First Public Portion at 7:00pm by J. Wilson, seconded by K. Shover. Motion carried unanimously.

**SECRETARY’S REPORT**

- Minutes from April 2025 Board Meeting

**Motion:** made to accept the Secretary's report by J. Wilson, seconded by C. Rupp. Motion carried 7 in favor, 2 abstained.

### **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/Children Programs
- The Library of Things now includes pocket microscopes which are available for circulation
- The book donation bin for book sale drop offs has been installed on Veteran Way.
- Ongoing library maintenance

### **COMMITTEE REPORTS**

N/A

### **OLD BUSINESS**

- Fire Alarm System - Ongoing issues with the system. Getting bids from a few different vendors before moving forward
- Audit has been completed - the board is to review the audit file and discuss during the June 2025 meeting.
- Library Director to obtain pricing for a new display case and information desk to share with the board
- HVAC Updates - Vendor leading the project is still awaiting the parts to be delivered before they can start

### **NEW BUSINESS**

N/A

### **SECOND PUBLIC PORTION**

**Motion:** made to open a Second Public Portion at 7:44pm by J. Wilson, seconded by C. Rupp. Motion carried unanimously.

***Motion:*** made to close Second Public Portion at 7:44pm by J. Wilson, seconded by C. Rupp. Motion carried unanimously.

**ADJOURNMENT**

***Motion:*** made to adjourn the meeting at 7:45pm by J. Wilson, seconded by K. Shover. Motion carried unanimously.

The next regular meeting will be held on June 18, 2025, at 7:00pm.

**Respectfully submitted by Stephanie Keen, Secretary.**