

Franklin Township Library
Board of Trustees
Meeting Minutes
August 20, 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) and the Township of Franklin’s website (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 (Absent)
- D. Emmons
- M. Fiorella
- S. Keen
- C. Rupp
- K. Shover
- D. Unkow
- J. Wilson (Absent)
- P. Robinson
- Brandi Grosso (Library Director)

FIRST PUBLIC PORTION

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

Motion: made to close the First Public Portion at 7:00pm by C. Rupp, seconded by P. Robinson. Motion carried unanimously.

SECRETARY’S REPORT

- Minutes from July, 2025 Board Meeting

Motion: made to accept the Secretary's report by P. Robinson, seconded by D. Unkow. Motion carried 4 in favor, 3 abstained.

TREASURER'S REPORT

Motion: made to accept the Treasurer's report by K. Shover, seconded by S. Keen. Unanimous roll call approval.

DIRECTOR'S REPORT (SEE INSERT FOR FULL REPORT)

- Adult/Teen/Children programs
- Director's meetings and various public works updates
- **Motion:** made to approve for the library to remain open on September 12th from 5-7pm for the watercolor reception.

COMMITTEE REPORTS

- The personnel committee met on August 19, 2025

OLD BUSINESS

- HVAC - Estimating end of September and will take 1-2 weeks once started
- Furniture - The display case has been approved and ordered. It should be complete around this week and needs to be delivered.

NEW BUSINESS

- N/A

SECOND PUBLIC PORTION

Motion: made to open a Second Public Portion at 7:37pm by P. Robinson, seconded by K. Shover. Motion carried unanimously.

Motion: made to close Second Public Portion at 7:38pm by P. Robinson, seconded by C. Rupp. Motion carried unanimously.

CLOSED SESSION

Motion: made to open Closed Session at 7:37pm by C. Rupp, seconded by P. Robinson. Motion carried unanimously.

- The board reviewed the personnel committee minutes around the annual review of the Library Director and allowed the board members to provide comments to the personnel committee

Motion: made to close Closed Session at 7:52pm by P. Robinson, seconded by S. Keen. Motion carried unanimously.

OPEN SESSION

Motion: made to approve the personnel committee minutes by C. Rupp, seconded by S. Keen. Motion carried unanimously.

ADJOURNMENT

Motion: made to adjourn the meeting at 7:53 pm by C. Rupp, seconded by P. Robinson. Motion carried unanimously.

The next regular meeting will be held on September 17, 2025, at 7:00pm.

Respectfully submitted by Stephanie Keen, Secretary.