

**Franklin Township Library
Board of Trustees
Meeting Minutes
November 16th, 2022**

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*, 2022, Vol. 8, Issue 1), and *The Sentinel* (2021, December 30, - January 5, 2022, p. 3).”

CALL TO ORDER

D. Emmons, President, was present and called the meeting to order at 7:02 pm.

PLEDGE OF ALLEGIANCE

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

ROLL CALL OF MEMBERS

D. Deegan
D. Emmons
A. Fletcher
T. Rosa-Rhodes
C. Rupp
L. Senior
K. Shover (**absent 11/16/22**)
D. Unkow
J. Wilson

N. Niziolek – **Library Director**

FIRST PUBLIC PORTION

Motion: made to open the First Public Portion at 7:04 pm by A. Fletcher, seconded by L. Senior. The motion was carried unanimously.

Motion: made to close the First Public Portion at 7:04 pm by J. Wilson, seconded by C. Rupp. The motion was carried unanimously.

SECRETARY’S REPORT

a. Minutes from October 19, 2022

Motion: made to accept the October 19, 2022, Secretary’s Report (**including minutes from all special meetings held – see insert**) by J. Wilson, seconded by L. Senior.

TREASURER’S REPORT

Motion: made to accept the Treasurer’s Report by J. Wilson, seconded by C. Rupp. 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
- Community Day outreach
- Over \$2,000 in proceeds from Friends' book sale
- 60-day goals
- Wowbrary statistics
- Upcoming events: Strategic planning; website redesign

COMMITTEE REPORTS

- Policy committee met on 10/26/22 to make recommendations for updating the Collection Development Policy.
 - **Motion:** made to adopt the Collection Development Policy by J. Wilson, seconded by L. Senor. Motion carried unanimously.

CORRESPONDENCE

- No items received

OLD BUSINESS

- a. **Renovation Project: (various items to be addressed by contractor)**
 - i. Adjust handicap buttons on doors; working on achieving builder's/equipment warranty; carpet tiles replaced

Motion: made to pass Resolution 2022-04 by D. Deegan, seconded by C. Rupp. Unanimous roll call approval.

Motion: made to pass Resolution 2022-05 by J. Wilson, seconded by T. Rosa-Rhodes. Unanimous roll call approval.

- ii. Library Director Niziolek gave update on the Renovation Pending Expenses list from previous meeting.

NEW BUSINESS

- a. Quote received from the auditor (Nightlinger, Colavita & Volpa, PA) for the 2022 audit contract.
- b. Library Director Niziolek working on job posting for parttime employee
- c. D. Deegan presented declarations/citations for the library and the previous Library Director, D. Riether, from various political figures who were not able to attend the grand re-opening of the library.

SECOND PUBLIC PORTION

Motion: made to open a second Public Portion at 8:24 pm, by J. Wilson, seconded by L. Senor. The motion was carried unanimously.

Motion: made to close second Public Portion at 8:24 pm, by J. Wilson, seconded by T. Rosa-Rhodes. The motion was carried unanimously.

CLOSED SESSION

- No items for Closed Session discussion.

ADJOURNMENT

Motion: made to adjourn the meeting at 8:36 pm by J. Wilson, seconded by T. Rosa-Rhodes. The motion was carried unanimously.

The next regular meeting will be held on December 21, at 7:00 pm.

Respectfully submitted by Audrey Fletcher, Secretary