



Raritan Public Library

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July 16th, 2020

The regular monthly meeting of the Raritan Public Library Board of Trustees was called to order at 7:00 pm by Don Esposito, Board President. This meeting was held virtually via Zoom due to the COVID-19 Pandemic. D. Esposito read a statement that the meeting was duly publicized and that the meeting was called pursuant to provisions from the Open Public Meeting Law.

MEMBERS PRESENT: D. Esposito, J. Fidacaro, A. Goetsch, M.P. Gausz, J. Foohey, L. Hnasko, A.M. Mead, and M. Paese, Director. Absent: U. Agrawal and Z. Bray.

D. Esposito led the flag salute.

MINUTES: L. Hnasko made a motion to approve the minutes from the June 18th, 2020 Board Meeting, A. M. Mead seconded the motion. Everyone approved except J. Fidacaro, who abstained.

TREASURER'S REPORT: A. Goetsch made a motion to approve the July bills, J. Fidacaro seconded and the roll call was unanimous.

DIRECTOR'S REPORT:

- The Library reopened on Monday, July 13th with limited hours and with safety precautions in place as per guidelines created. "Porch side" pick-up is still being offered.
- The water damaged column in the Children's Room was repaired, sheet rocked and repainted by Barrett Construction. The roof repair was completed before the Library closed.
- The Library's audit was done by Nisivoccia. A draft of the audit should arrive soon.
- The Library received a price from Tri-State to perform air duct cleaning on the Library's four air handling units for a sum of \$4,200. Sanitizing would be an additional cost of \$300. The Director agreed to get two more proposals for cost comparison.
- The staff received a 2% raise along with Borough employees. No employee reviews took place this year due to the Library's closure.
- Refunds have been sent to the Library for unused services/products such as Grounds for Sculpture passes and newspaper subscriptions.
- ILL (Interlibrary Loans) will most likely resume in September.
- An Eagle Scout Project Workbook was created, and paper work was signed for the "Free Library Boxes". The Eagle Scouts plan to construct 6 library boxes. Some thought will need to be made on where to place them around town.
- The Director contacted Langhorne Carpet Co. They are now reopened for business. The design work on our carpet is almost finished and we will soon be given a time frame for fabrication completion.

PRESIDENT'S REPORT: The Board President complimented the plan the Library has made for reopening. He described the procedures which are in place for patrons who enter the building. D. Esposito will be working on getting a third price for the interior storm window project. He hopes to make a full presentation in September.

OLD BUSINESS: The Trustees discussed the "Free Library Boxes". A few suggestions were made for installation locations that included Frelinghuysen and JFK/Basilone Parks, the Nevius Street Bridge, and at the laundromats. Don Esposito created a committee to work on finalizing the locations.

J. Fidacaro, J. Foohey and A. Goetsch agreed to be on the committee.

NEW BUSINESS: The Board discussed the possibility of getting a thermostat for monitoring the temperature of anyone present in the Library. Don Esposito spoke about once again having programs in the Library. The Board agreed to hold off for now and discuss this topic further in September.

PUBLIC COMMENTS: None

ADJOURNMENT: At 7:25 pm, a motion was made by A. Goetsch to adjourn the meeting, seconded by J. Foohey. The roll call was unanimous.

The next Board of Trustees meeting will be held virtually (via Zoom) on August 20th, 2020 at 7:00 pm.