



# Raritan Public Library

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May 21st, 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, A. Goetsch, M.P. Gausz, U. Agrawal, J. Foohey, L. Hnasko, A.M. Mead, Z. Bray (Mayor) and M. Paese, Director. Absent: J. Fidacaro.

D. Esposito led the flag salute.

MINUTES: A.M. Mead made a motion to approve the minutes from the February 20<sup>th</sup>, 2020 Board Meeting, A. Goetsch seconded the motion. Everyone approved except D. Esposito who abstained.

TREASURER'S REPORT: A. Goetsch made a motion to approve the March, April and May bills, J. Foohey seconded and the roll call was unanimous.

#### DIRECTOR'S REPORT:

- Since the Library's closure on March 16<sup>th</sup>, 2020 due to the Pandemic, delivery services such as newspapers, water cooler jugs, Western Pest, National Dust mats and book/material orders have been suspended.
- The Library's web-site (Homepage) and Facebook account are updated weekly with virtual programming, and our digital resources such as Cloud Library e-materials, hoopla, Pronunciator Language, Rosetta Stone, and Heritage Quest are promoted.
- Bi-weekly e-newsletters are sent out by Shreya.
- The Library has offered virtual programming such as Children's Storytime, chair yoga with Breda and a magic show.
- Raritan residents, BRSD students, and all who qualify can apply for a temporary Library card on-line. This allows digital access until we reopen.
- Shortly before the State mandated library closure, our Children's Librarian resigned from her position. She offered to help with the Summer Reading Program if it takes place.
- State Aid statistics were sent to the State Library in March.
- A trustee committee was formed to work on guidelines/policies for the continuity of services once the Library is permitted to reopen. These policies which include safety measures and new hours of operation will be reviewed by the Library's attorney.
- An acrylic sneeze guard was ordered for the front desk through Indow Window Products.

PRESIDENT'S REPORT: The Board President reported that a Committee was formed to discuss how to safely reopen the Library. Guidelines and policies for patrons and staff were created and were sent to the Board members ahead of the meeting. After recommending some minor revisions,

A. Goetsch made a motion to approve the policies, Z. Bray seconded the motion and the roll call was unanimous. The policies/guidelines would be sent to the Library's attorney and to the County's Health Officer, Mike McCarty for approval.

OLD BUSINESS: J. Foohey mentioned that on August 3<sup>rd</sup> a decision will be made whether the October 3<sup>rd</sup> Town Wide Yard Sale will take place. He also inquired if the Library could purchase N95 masks.

PUBLIC COMMENTS: None

ADJOURNMENT: At 7:22 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 June 18th, 2020 at 7:00 pm.