

MINUTES OF THE BOARD OF TRUSTEES OF THE PUBLIC LIBRARY OF THE TOWNSHIP OF NEPTUNE

April 12, 2022

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Teretha Jones.

ROLL CALL

The following were in attendance: Dyese Davis - Teretha Jones - Connie King - Fred Mayo - Meghan Plevier - Bridget James and Torquato Tasso. Also in attendance were John Bonney, Library Director, Amani Neptune, Confidential Board Secretary, and Mayor Nicholas Williams.

APPROVAL OF MINUTES

Meghan Plevier made the motion to approve the minutes of the February 8, 2022 meeting. Fred Mayo seconded the motion. Dyese Davis abstained. All other trustees present were in favor, motion passed.

TREASURER'S REPORT

The report was read by John Bonney. The amount of \$1,799.71 was paid out of the trust account on March 14, 2022. Also \$157.13 was paid out of the trust account on March 28, 2022.

Motion to accept the Treasurer's Report was made by Dyese Davis and seconded by Fred Mayo. All present were in favor, motion passed.

EXECUTIVE SESSION

Meghan made the motion to go into Executive Session and Connie King seconded.

Personnel matters were discussed.

Meghan made the motion to come out of Executive Session and Connie King seconded.

COMMITTEE REPORTS

- Personnel: No New Business
- Budget: No New Business
- Building: No New Business
- Policies: No New Business
- Outreach: No New Business

OLD BUSINESS

- Automated Doors are confirmed for installation on May 2 and 3 in 2022. All parties that are needed will be present. The building will be closed to the public, yet curbside will be available.

NEW BUSINESS

- Resolution #R3-22 Acknowledge Retirement of Carolyn Damiano. Connie King provided the motion. Bridget James seconded. All present were in favor, the motion passed.
- Resolution #R4-22 Classifying Nicole Dykeman as a Permanent Employee and Promoted to Full-time. Connie King provided the motion. Meghan Plevier seconded. All present were in favor, the motion passed.
- Two new part-time positions were discussed. One has been filled and another will be needed for two evenings and Saturdays. New outlets are being utilized to attract multiple applicants. There was a discussion regarding future part-time positions.

- State Aid Exemption Analysis was described by the library director. A discussion was held among trustees.
- Fade to Books program was described and the library director is hoping to bring it to Neptune Township. A discussion was held regarding the Fade to Books program.
- Job Grid is being finalized by the library director and the management team to create a seamless transition as long-term employees retire and new personnel is brought on. An emphasis is being placed on cross-training.
- Community Outreach was detailed including Coaster articles about library happenings and letters to the editor, Shark River Hills Homeowners Association Meeting presentation, and Gables School Title One Literacy night. A conversation was held regarding possible outreach events this summer
- Friends of the Library update was read by the library director.
- Recommence Library Operations detailing masks, occupancy, time limits, and indoor programming was discussed. The Library Board voted on entering phase five from the *Best Practices for reopening New Jersey Libraries* with masks optional, fifty percent occupancy for indoor programming, library signage for staying home if feeling ill and washing hands, time limit of one and half hours per visit, only furniture with hard surfaces allowed and socially distanced apart, sanitization schedule maintained, and continue providing PPE to the staff and public. The library board also reserves the right to make changes to these items on a monthly basis based on current infection rates. First motion made by Torquato Tasso and seconded by Dyese Davis.

The vote was adopted on the following vote:

Davis	Aye
James	Aye
Jones	Aye
King	Aye
Mayo	Aye
Plevier	Aye
Tasso	Aye

TRUSTEE COMMENTS

Dyese Davis and Meghan Plevier requested the Bookmobile be on the next meeting's agenda.

PUBLIC COMMENTS

None

ADJOURNMENT

Meghan Plevier made a motion to adjourn and Fred Mayo seconded the motion. All present were in favor, motion passed. The meeting was adjourned at 6:11 p.m.