A. Roll Call
- President Beth Blakey called the meeting to order at 6:31 PM and began the meeting by initiating roll. Present were Beth Blakey – President; Marion Fleischner – Secretary; Vranda Kamath – Treasurer; Meghan Tava - Mayor’s Alternate; Mauro Magarelli - Library Director, and Jocelyn Schaechter – Bookkeeper. Absent: Drew VanDam – Vice President; Kevin Stansbury – Superintendent’s Alternate: Alicia Sharma – Member-at-Large, and John Ferrante – Town Council Liaison.

B. Compliance with Open Meetings Act
- The meeting is being held in compliance with the Open Public Meetings Act. Notice has been sent to the newspaper Daily Record, the Township Clerk and is posted in the Township Library.

C. Public Comments: none
D. Agenda Review - none.

E. Approval of Minutes
- A motion to approve the November 14, 2022 Regular Monthly Minutes as written was made by V. Kamath and seconded by M. Tava. Motion approved unanimously.

F. President’s Report – none

G. Action on Bills
- A motion to approve the November 2022 Bills List was made by V. Kamath and seconded by M. Fleischner. Motion was approved unanimously.

H. Financial Reports
- A motion to approve the November 2022 Financial Report was made by M. Fleischner and seconded by B. Blakey. Motion was approved unanimously.

I. Library Director’s Report:
Communications –
- The LD met with the Mayor’s Office regarding the status of the Library’s funding. The Mayor expressed his great appreciation for the library and is supportive of the library using its millage to fund enhancing personnel.
- No meeting dates have been confirmed, as yet, for Union Negotiations.
Building and Grounds -
- Fire Inspection: (pending) the 5-year inspection and gauge repair is still pending; however, the Library has received a quote for the scheduled work. Fire extinguishers have been inspected – 3 needed to be serviced.
- Roof (Pending) – still awaiting site visit for repair on leaks in the Non-Fiction area.
- A leak stemming from one of the air vents was resolved by the HVAC tech.
Quiet Study Room –
- Cracked tiles have been replaced by carpet squares
- 6 old ballast lights of which only 2 were functional were replaced with LED lights
- Pending Repairs: new outlets, repaint walls and ceiling, and refurbish desks or purchase new desks.
Lighting – Theatre lights in the main GREAT window have been replaced utilizing school’s lift.
Plumbing – flush pipes in bathrooms repaired and two sink nozzles replaced
Cameras – three additional cameras are scheduled for installation.
Reference Office – scheduled to be painted in the last week of December
MAIN Agreement – has been signed.
Circulation States – Novembers numbers were the best numbers since 2015. The stats have reached the Director’s goal of 135,000 circs for the year – awesome! The digital stats are ow at 16% of total stats, another all-time high.
Holiday Party for Staff - was a huge success and the Board of Trustees received a touching letter of thanks from the staff.
Thank you notes – the secretary will send thank you notes for a donation and for assistance with the library’s maintenance.
J. Committee Reports
   1. Personnel/Staffing - none
   2. Finance and Budget –
      o The Library Director, along with the Board’s treasurer, presented the 2023 budget for discussion. The Board Members, after worthwhile discussion, agreed that the budget presented meets the financial aspects for the Library in 2023.
   3. Policies –
      o The Library Director demonstrated a need for the Reconsideration Policy to be updated and revised. He strongly recommended that the Policy Committee meet in the new year to discuss and to review this policy.
   4. Building/Grounds – See Director Report
   5. Technology – a discussion of other pieces of equipment be considered for the Maker’s Space.
   6. Strategic Planning –
      o The survey has been completed and is ready for distribution. The Board determined that the Survey should be implemented beginning January 16, 2023 and should be disseminated for at least 30-45 days with a review of the process after 30 of these days.
   7. Negotiations – See Director’s Report
   8. Nominating Committee –
      o As per the by-laws, the Nominating Committee has met and will present its slate of officers at the reorganizational meeting on January 10, 2023.
   8. Professional Development – none

K. FRIENDS:
   • The Friends had a very successful book sale on Saturday, December 10, 2022.
   • The Friends have given an additional $2,362.21 to fund the Library’s holiday programming and items for the Maker Space Room including a button maker and a Cricut machine.

L. New Business: The Board Secretary read two thoughtful thank you notes that she had received.

M. Unfinished Business/Action Items: none

N. Public Comments: none

O. Board Comments: - none

P. Adjournment
   • A motion to adjourn the meeting was made by B. Blakey and seconded by M. Fleischner. Motion approved unanimously.
   • Meeting adjourned at 7:31 pm.
   • The next meeting is scheduled for Tuesday, January 10, 2023 for the Reorganizational Meeting followed by the regular monthly meeting.

Beth Blakey, President
Date:

Marion J. Fleischner, Secretary
Date: