A. Roll Call
- President Beth Blakey called the meeting to order at 6:30 PM and began the meeting by initiating roll. Present were Beth Blakey – President; Drew VanDam – Vice President; Marion Fleischner – Secretary; Vranda Kamath – Treasurer; Alicia Sharma – Member-at-Large; Meghan Tava - Mayor’s Alternate; Kevin Stansbury – Superintendent’s Alternate; Mauro Magarelli - Library Director; John Ferrante – Town Council Liaison, and Jocelyn Schaechter – Bookkeeper. Absent: none.

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: A member of the public came to this meeting. She openly stated that she has become interested in the workings of the library and wanted to attend this meeting to see how the Board of Trustees works.

D. Agenda Review - none.

E. Approval of Minutes
- A motion to approve the October 11, 2022 Regular Monthly Minutes as written was made by D. VanDam and seconded by V. Kamath. Motion was approved with one abstention.

F. President’s Report –
- The President informed the Trustees that the Strategic survey is still being revised by both the Library Director and the Website company. Until these finishes are put into place, the survey will be postponed.
- The President thanked all committee members who have met over the past two months for their time and commitment.

G. Action on Bills
November 2022
- A motion to approve the November 2022 Bills List was made by B. Blakey and seconded by D. VanDam. Motion was approved unanimously.

H. Financial Reports
November 2022
- 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 for a preliminary budget meeting. The LD requested an additional $10,000, above the 1/3ml) to fund the renovation of the Library’s quiet study room, which is in serious need of repair.
- No meeting dates have been confirmed, as yet, for Union Negotiations.
- This year’s state aid amount was $14,874, slightly less than last year’s amount.

Maker Space Room –
- On 10/17, the Library formally dedicated the Maker Space room to the memory of Diane Lapsley. The dedication was attended by many representatives from the library, the Board, and members of Mrs. Lapsley’s family.
- M. Fleischner noted that the presence of Mrs. Lapsley’s family was quite indicative of her love of this library and of her contribution. M. Fleischner also thanked other Board members for their attendance as well as noting the Mr. Lapsley gave sincere accolades to M. Magarelli for his commitment to the library’s transformation.
- M. Tava mentioned that consideration for purchasing a Cricut for the room.

Building and Grounds –
- Fire Inspection: still pending; roofer coming to review leaks: still pending; Windows: new lights purchased but waiting for repairs – all dependent on lift availability; HVAC: Units 1-8 repairs made but Unit # still pending; cameras: purchase still pending; alarm panel repairs: pending.
- Reference Office – revamp began in the summer is now almost complete. The usable space and overall work flow of this office has improved dramatically.
• Quiet Study Room – requested quote from carpet installer to remove the tiles that are in severe disrepair and replace with carpet.

Personnel –
• The Library has hired a new Part Time youth services librarian, which fills an open position. This new hire will focus on expanding the “Library’s 2.0” services, which include gaming, social media outreach, 3D printing, Anime, digital art, and several other emerging trends.
• On November 10, 2022 a job ad for a head of circulation was posted in-house, which will have minimal impact on the budget.

Circulation States – October’s numbers were the best numbers since 2015 – best since 7+ years. The digital assets have made a tremendous difference in the Library’s circulation.

Holiday Party for Staff - A motion to allot $500 for the staff holiday party was made by M. Fleischner and seconded by A. Sharma. Motion approved Unanimously. The LD will consult the staff as to how to coordinate this event.

J. Committee Reports
1. Personnel/Staffing - See Director Report
2. Finance and Budget –
   o The Chairperson explained that the budget committee met and will present the proposed budget at the December meeting, which is custom. A few changes still need to be made depending on upcoming expenses.
3. Policies – none
4. Building/Grounds – See Director Report
5. Technology – more needed for Maker’s Space Room – will review.
6. Strategic Planning – See President’s report
7. Negotiations – See Director’s Report
8. Nominating Committee –
   o As per the by-laws, the Nominating Committee will set up a meeting date to produce a possible slate of officers for the 2023 year.
   o The date for this meeting will be determined and will be completed before the December meeting.
9. Professional Development –
   o November 15, 2022 – Professional Development workshop for Board of Trustees via Zoom of which four Trustee members will be participating.
   o Staff members have attended professional development sessions dealing with effective patron relations/conflicts and other offerings via MAIN.

K. FRIENDS:
   o The Friends continue to have productive donation days.
   o The next book sale date will be held on December 10, 2022.

L. New Business: Discussion of an event to enhance knowledge of the library, which should take place in June 2023 before the start of summer reading.

M. Unfinished Business/Action Items: none

N. Public Comments: none

O. Board Comments: Mr. Stansbury will assist with announcing any library programs via the schools.

P. Adjournment
• A motion to adjourn the meeting was made by M. Fleischner and seconded by D. VanDam. Motion approved unanimously.
• Meeting adjourned at 7:22 pm.
• The next meeting is scheduled for Monday, December 10, 2022 at 6:30pm.

____________________________________________________________
Beth Blakey, President
Date: ____________________________

____________________________________________________________
Marion J. Fleischner, Secretary
Date: ____________________________