A. Roll Call
- President Beth Blakey called the meeting to order at 6:33PM and began the meeting by initiating roll. Present were Beth Blakey – President; Mauro Magarelli - Library Director; Vranda Kamath – Vice President; Marion Fleischner – Secretary; Alicia Sharma – Treasurer; Meghan Tava - Mayor’s Alternate. Absent were Drew VanDam – Member-at-Large; Jocelyn Schaechter – Bookkeeper; Kevin R Stansberry - Superintendent’s Alternate, 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. Agenda Review/Changes by the Board - None.

D. Agenda Review
- Public request for items to be on the agenda: none.
- Board request for items to be added to agenda: none.

E. Approval of Minutes
- A motion to approve the June 13, 2023 Regular Monthly Minutes was tabled until the next meeting, as there were not a sufficient number of present members who were at this meeting.

F. President’s Report – The results of 71 surveys were shared with the Board of Trustees and staff members. The survey’s results were incorporated into pie graphs by the Library Director. The President will have a Strategic Planning Committee meeting in early August to discuss how to incorporate this information within the narration of the strategic plan.

G. Action on Bills
July 2023:
- A motion to approve the July 2023 Bills List was made by V. Kamath and seconded by B. Blakey. Motion approved unanimously.

H. Financial Reports
July 2023:
- A motion to approve the July 2023 Financial Report was made by M. Fleischner and seconded by B. Blakey. Motion approved unanimously.

I. Library Director’s Report
Communications:
- The auditing firm, Nisivoccia’s visit has been postponed. Finally received the 2021 audit.

Building and Grounds:
- Dumpster - On June 2, 2023 Tim Quinn, Director of Public Works, provided the library with a new dumpster. The Library Director sent Mr. Quinn a thank you note.
- Fire Panel - On July 3, 2023 a Tyco technician came to replace a faulty transformer attached to Fire Panel. The repair was completed on July 6, 2023.
- Lighting and Electrical – all items listed below are pending.
  Lighting to be replaced above the Large Print books, emergency lighting removed in the MAIN room, as it is redundant and malfunctioning, the lighting in the Administrative bathroom, and the light dimmer in Director’s office.
- Major Repairs – 2 door arms and one handle rebuilt, back door tiles replaced as well as the stucco repaired on back door threshold, repainted back handrails, and outside sidewalk repairs done in various locations.

FRIENDS:
- On July 1, 2023 the FRIENDS held a pop-up bookstore in support of the Summer Reading kickoff. This impromptu sale day was a huge success with lots of new customers and added exposure for this organization.
**Personnel:**

- After nearly fifteen years of dedicated service, the Library’s Administrative Assistant is retiring, officially on July 27, 2023.
- A motion was made to donate funds of $400 for this individual’s retirement luncheon and $50 for a gift card by M. Fleischner and seconded by B. Blakey. Motion passed unanimously.
- Board members resounded accolades for all this individual’s dedicated service and effort on behalf of not only the Library but also for the Library Board of Trustees.
- 1 or possibly 2 Circulation staff members will be leaving by summer’s end. The Library has “Floaters” that could potentially fill these vacancies.

**MISC:**

- The Library’s summer reading program had its kick-off on Saturday, July 1, 2023, which was a great success.
- All of the activities were booked to capacity and the outdoor crafts were consistently busy.
- The Library had already 200+ registrants for the Children’s programs and 40+ on the adult side. These numbers matched last year’s total sign up for all the programs.

**Trustee Training:**

- The Board of Trustees is requited to conduct a total of seven (7) hours of professional development annually.
- The NJ state library has provided a series of videos that can count toward this professional development requirement.
- The Library Director offered some viable video programs for the Trustees to consider.

**Circulation STA:** Circulation numbers continue to remain strong.

**Meeting Dates:**

- A motion was made to cancel the August Monthly Board of Trustee meeting and use this date and time for a Strategic Committee Meeting was made by M. Fleischner and seconded by B. Blakey. Motion passed unanimously.
- A motion was made to change the September meeting date from September 12, 2023 to September 19, 2023 was made by M. Fleischner and seconded by B. Blakey. This change is to accommodate the possibility of conflicts with public schools’ open houses.

**J. Committee Reports**

1. Personnel/Staffing – see Director’s Report
2. Finance and Budget – none
3. Policies – none
4. Building/Grounds – see Director’s Report
5. Technology – none
6. Negotiations – none
7. Strategic Planning – see Director’s Report
8. Professional Development – see Director’s Report

**K. FRIENDS:** see Director’s Report

**L. New Business:** See Director’s report under Meeting Dates

**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 A. Sharma and seconded by V. Kamath. Motion approved unanimously.
- Meeting adjourned at 7:33 pm.
- The next meeting is scheduled for Tuesday, September 19, 2023 at 6:30pm. (See Director’s Report)