

Minutes of the Kinnelon Public Library Board of Trustees, October 21, 2020 Meeting

Kinnelon Public Library
132 Kinnelon Rd
Kinnelon, NJ 07405

Recording: William Saks

PLEASE NOTE: This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees (KPL) is being held virtually to minimize the risk of COVID-19 spread.

The meeting of the Board of Trustees was called to order by President A. Vosatka at 7:33 p.m. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

Roll Call: Attendees: K. Fraone, W. Saks, V. Russo, J. Horton, P. Giordano, M. Odian, A. Vosatka, D. Giuseppe

Absent: Mayor J. Freda

Approval of the Minutes: Motion by P. Giordano; second by J. Horton; with unanimous approval.

Public Comments Regarding Agenda Items: None

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: Reports were filed as presented.

Approval of the October Bills: Motion by J. Horton; second by D. Giuseppe. Unanimous approval.

Informational Discussions Including Sub Committee Updates.

CLL and Friends Report: The fall membership letter was mailed to all Kinnelon households and non-Kinnelon CLL students on September 24th. This is the Friends' number one fundraiser and therefore takes on added importance since the spring mailing was cancelled due to COVID-19.

After thorough consideration, with the safety of instructors, students and library staff in mind, it was determined that it was in the best interest of all to cancel the CLL Spring semester I - 2021. The president, vice president and CLL class coordinator met virtually with the class managers and instructors in order to give them the opportunity to provide input and share their considerations in reaching this conclusion.

A decision was made by the president, vice president and CLL class coordinator to investigate incorporating remote learning options for selected CLL course delivery for the Fall semester II - 2021

The October shredding fundraiser was held on Saturday, October 10th. There were 215 participants and over 500 cartons of documents shredded. It exceeded expectations and resulted in the largest shredding event held by the Friends. Unfortunately 50-60 cars had to be turned away due to the shredding truck reaching its capacity. The next Friends shredding event is tentatively scheduled for May, 2021. The company is holding off confirming dates for 2021 due to the virus.

Pavers purchased by supporters for The Forever in Stone Pavers fundraiser are at the engravers. These will be installed in the library walkway once etched.

Borough Liaison: The borough hall will be open to the public beginning October 19th.

Kinnelon Library Legacy Foundation: A request was made for the Capital Improvement Committee to determine by next month's Trustee meeting which library projects the Legacy Foundation should consider for full or partial funding.

Personnel SubC: Talks with the union began in January but were put on hold due to COVID-19. Contract negotiations are to be reinitiated virtually.

Finance SubC: The September year to date revenue and expenditures are tracking behind the budget. There is a positive return to reserves and an expectation to end the year favorably.

The final 2019 audit report resulted in no concerns.

Capital Improvement SubC: The committee is in the process of deciding which projects are more appropriate for the Legacy Foundation to consider for funding. Quotes for projects being considered are in the process of being researched and will be shared at next month's trustee meeting.

Director Report and Staff Reports: Lime Energy will be examining the HVAC system to determine if a full upgrade is needed. In addition, attention will be given to upgrading the lighting system.

Current and planned library virtual and in person programs were reviewed. Curbside pick-up has increased dramatically. Inter library delivery has increased from 2 to 4 days. Report is filed as presented.

Action Items: None

New Business: The library Pandemic Reopening Plan Phase 3 was thoroughly reviewed and discussed. The library is currently in phase 2, which precludes the public from entering the building. After a thoughtful discussion and careful consideration, the trustees aligned to a decision to remain in phase 2 of the reopening plan at the present time.

Public Comments: Donna McNierney explained she was in favor of re-opening the library building to the public, with restrictions.

Mary Russo agreed with the decision to keep the library in phase 2.

Jack Marcovsky wanted to know when the 2nd floor of the library will be accessible to patrons. He was informed this will occur in phase 4. The question was raised as to how long it will take to move to phase 4 of the reopening plan. It was explained this couldn't be predicted due to the dynamic situation with COVID-19.

The motion to adjourn was made at 9:06 p.m. by D. Giuseppe; second by P. Giordano .

Respectfully Submitted,

William P. Saks