

Board Meeting of the Trustees

Meeting Date: Thursday, April 19, 2018 Meeting Time: 6:30 pm Location: Meeting Room

- I. Call to Order at 6:30 pm.
- II. Open Public Meetings Act – read by Jim Whyte
 - a. **Let the minutes reflect that, in compliance with the Open Public Meetings Act, notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and redbankgreen and by placing a notice on the bulletin board at the Library and Borough Hall and filing same with the Borough Clerk on January 1, 2018.**
- III. Roll Call - In attendance: Ann Ciabattoni, Stephen Hecht, Jared Ramage, Sue Viscomi, Jim Whyte. Not in attendance: Stephanie Albanese arrived at 6:33, Ann Goldman, Kathy Horgan arrived at 6:35. Not in attendance: Grace Sapphire, Sara Siegler, Mayor Menna. Staff attending: Elizabeth McDermott, Candyce Valor
- IV. Approve Meeting Minutes
 - a. March Board Meeting. Moved by Jared and seconded by Sue. Motion carried.
 - b. March Executive Session Minutes. Moved by Steve and seconded by Jared. Motion carried.
- V. Treasurer's Report – no report
- VI. Director's Report -
 - a. Volunteer, Liam Collins, wrote an article about the history of the RBPL for the NJLA quarterly newsletter. Elizabeth sent a copy to Board via email. We thank Liam for his great efforts.
 - b. Polling- machines will be arriving several days before the vote. Polls open at 6:00 am, so Library Staff will be opening the building on Primary and Election Day.
 - c. DPW Projects around Library – Cliff Keen walked the Library and the grounds with Elizabeth. He is going to be meeting with his team. The Library will be at the top of the list of priorities – particularly exterior areas – steps, sidewalk, lighting. Discussed setting up area behind the children room for programs and Storywalk stanchions locations have been chosen and will be installed at Riverside Gardens.
 - d. Muralist has been selected from the three applicants for walls outside the Children's area.
 - e. Financial Materials and Circulation Stats in packets
 - f. Staff Monthly (March 2018) reports in packets
- VII. President's Report – no report
- VIII. Committee Reports:
 - a. Personnel will have Executive Session tonight.
 - b. Buildings & Grounds – no report
 - c. Finance – no report
- IX. Friends Report – no report
- X. Foundation Report

- Discussed Friends merger with Foundation. Looking at process and procedure to merge the two organizations.
- Discussed various improvements on the exterior of the Library through both internal and external sources – create a rain garden through the town’s Green Team, solicit a landscape design, all four benches at the river’s edge have been paid for and will be ordered and installed by the town, RAD Lab area outside the children’s room will have large cantilevered market umbrellas for coverage from the elements for outdoor programs and some chairs and tables as well.
- Annual Appeal gross total is just over \$15,000 with less than \$1,000 in expenses. Discussed using funds for exterior improvements.
- Foundation Board member, Michael Gordon created the successful Fake News program the Library held over the last year. There is an annotated bibliography on the Library’s website regarding fake news. An excellent resource.
- We are looking to add another member to the Foundation Board – Linda Schwabenbauer, former borough council member, has been approached. This is not official yet.

XI. New Business

- Director, Elizabeth McDermott will be attending NJ Library Association (NJLA) Conference May 31 and June 1.
 - Vote to approve Linda Hewitt to attend NJLA on June 1 to receive NJLA 2018 Multicultural Award to honor the “Let’s Talk about Race” Program. Moved by Ann C., seconded by Stephanie.
 - Vote to approve Sira Williams to attend NJLA on May 31 (selected to present Poster Session – topic is StoryWalk). Moved by Jared, seconded by Sue Viscomi.
 - It should be noted that for a library the size of Red Bank’s to have not just one but two staff members presenting unique programs that we offer at a state-wide conference is quite a coup.
- XII. Public Portion – question about Storywalk. What is it? Elizabeth explained how it was conceived and implemented and the fact that Tinton Falls heard about ours and has adopted it for one of their sites.
- XIII. Jared also mentioned that he wished to acknowledge the Library as part of the RBPS 3rd graders walking trip from their school to the Library. They really enjoyed the tour and activities and lunch at nearby Jersey Mikes.
- XIV. Executive Session for Personnel Discussion – Board moved into Executive Session.
- XV. Return from Executive Session
- XVI. Discussed the Board’s concern about hiring staff who are related to active Board of Trustees members with Stephanie Albanese.
- XVII. Vote – Hire Matthew Hershberger for the position of Technical Library Assistant at 20 hours per week with the understanding that it is pending resignation of Stephanie Albanese. Moved by Jim Whyte and seconded by Jared Ramage.
- XVIII. Moved to adjourn at 7:37 pm moved by Stephanie and seconded by Jared.

Respectfully submitted,

Ann Ciabattoni