

Red Bank Public Library - 84 West Front Street Red Bank, NJ 07701

Phone: 732-842-0690 Website: redbanklibrary.org

Board Meeting Minutes of the Trustees | Date: July 20, 2023 | Time: 6:30pm | Location: West Room

- I. Call to Order: 630pm
- II. Open Public Meetings Act: Let the minutes reflect that, in compliance with the Open Public Meetings Act, notice of this meeting has been provided by notifying via email the Asbury Park Press, the Two River Times and redbankgreen and by filing the same with the Borough Clerk on January 12, 2023.
- I. Roll Call: Jim Whyte, Sarah Corrado, Laura Jannone, Luigi Laugelli, Ann Goldman, Robin Gedrich, Sue Viscomi, Stephen Hecht. Absent: Jared Rummage, Sara Siegler, Mayor Portman.
- III. Approve Board Meeting minutes:
 - A. Approve June 22, 2023 Regular Board Meeting Minutes: Motion by Sarah C, 2nd by Jim Whyte. Abstain: None. Absent: Jared Rummage, Sara Siegler, Mayor Portman. All in Favor. Motion carried.
- IV. Treasurer's Report:
 - A. **Bill List – Action Item: \$31,249.92** Motion by Sue Viscomi, 2nd by Stephen Hecht. Abstain: None. Absent: Jared Rummage, Sara Siegler, Mayor Portman. All in Favor. Motion carried.
- V. Director's Report:

CURRENT PROJECTS

NJCBG: The lower level restrooms are near completion. Allied Fire will come into the building on Friday, July 14th, to shift the sprinklers over a few inches so the sprinkler heads are situated correctly in the new restroom layout. On Monday, July 17th, the electrician will be in to complete that scope of work, and the regular construction (including installing floor tiles, fixtures, and a new drop ceiling) will start on Tuesday, July 18th. We expect at least two more weeks for bathroom renovation. The new ADA-compliant front entrance doors have a tentative delivery date to the door people of August 24th. If all deliveries go as planned, demolition of the front vestibule will occur on August 17th, and the new ADA-compliant doors will be installed on August 31st. The new elevator has a tentative NJ delivery date of September 9th. Because of the new dimensions of the elevator, additional demolition will need to occur on the existing elevator door frames. Due to the nature of this work, the Library would have to revert to the curbside-only service. Demolition should last a total of 3 days. Installation of the elevator should take at least a month.

Meeting Room Leak: We await a final quote before proceeding with the meeting room remediation project.

Library Centennial Celebration: The staff have met to discuss Centennial Celebration ideas and are

developing a budget to celebrate our Century of Service. The Library will have a special 100th-anniversary Library Card, giveaways, displays, and programs.

IMLS Grant: We have priced out Screenflex portable partition systems for both the West and Meeting Rooms. This is the final aspect of this grant, and the screens will enable the Library to create temporary walls to help divide our spaces for more flexibility.

Exterior Painting: We are working with DPW to scale back some of the overgrowths of Poison Ivy and other vegetation on the Library's East Side to proceed with painting the exterior of the building. DPW has reached out to the landscapers. The exterior painting needs to occur after the meeting room wall repairs to avoid any possible flooding from the pre-painting power wash.

Youth Liaison: To better serve our young adult population and because of local interest, the Library would like to have a Youth Liaison on the board. The nonvoting Youth Liaison must be enrolled at a local high school, attend some of the Library's programming/volunteer at the Library, assist with the development of the Youth Advisory Board (and eventually serve on that board), communicate with the Library's Youth Services staff and attend monthly board meetings to report on youth programs and provide feedback when needed. The Youth Liaison would also serve as an ambassador for the Library to the High school. The opportunity allows students to get involved in the Library and future government volunteer-based positions through practical hands-on experience, enables the Library to serve an underserved population better as outlined in our strategic plan, and cultivates a pool of future board members.

Policy Review: Candyce Valor and I are reviewing the Library's policies to update them and ensure they remain robust with recent changes in the Library field.

Social Worker: Not only has the Red Bank Public Library been selected to participate in the SWILIBS collaboration between the State Library and Rutgers University, but we are also working with Monmouth County Acts to place a social worker from their agency into the Library. Monmouth County Acts has been looking to decentralize its offices to meet the community's needs better. A social worker from their offices will be on staff weekly to assist with benefits, emergency housing, family support, and case management.

SERVICES AND PROGRAMMING

Spanish Language Driver's Ed Course: Our Spanish language Driver's Ed is so popular we are considering hosting another session in late Fall.

Eisner Opportunity Lab: Youth programming in the Eisner Lab continued throughout July. Programming included Minecraft Hour of Code, Gaming and Bullying, and Roblox Game Design.

Banned Books: The Freehold Chapter of the AAUW has contacted the Library to present a banned book talk during their October Meeting.

Little Rockers: Little Rockers of Shrewsbury visited the Library on Friday, July 14th. Over 100 participants came to sing, dance, and rock out during this interactive program in the Children's Room.

Bilingual Story Time: Bilingual Storytime is back from hiatus. Throughout the summer, Bilingual Storytime will occur once a month on Friday. Details can be found on the Library's Calendar.

Oral History: The Red Bank Public Library has started work on its Oral History Project, which focuses on capturing the stories of Red Bank's past and present. One of the goals of this project would be to collect the stories of Hispanic residents, an under-represented group in addition to other residents seeking to understand why they've chosen to make Red Bank their home and the memories they have of growing up here.

RELATIONSHIP WITH THE BOROUGH

DPW: DPW has assisted with repainting the yellow lines in the parking lot, although visitors continue to park in nonexistent spaces. DPW has also been beneficial with our Pop-Up Story Time in the Park, ensuring that facilities are unlocked and cleaned and working with the Library to ensure no disruptions to our Storytime.

Recreation: The Library assisted the Recreation Department with their Drag Queen Open Mic Night. It was a fabulous event that went off without a hitch. We will also meet with Recreation next week to discuss the Hispanic Heritage Festival in early Fall.

Senior Center: We partnered with Senior Center to accommodate our expanding Bridge program to their new location. Renovation of lower level restrooms has temporarily closed the Library's meeting room, significantly impacting our programming space. Bridge Club, which is heavily attended by seniors, outgrew the capacity of our West Room, so it has moved temporarily to the Red Bank Senior Center. While one does not need to be a Senior to attend the program, it is only for adults, we Bridge Club members who are primarily seniors, to register with the Senior Center, allowing them increased access to social activities. Once construction is complete, Bridge Club will return to the Library, and we will continue collaborating with the Senior Center on future programming. Our strong connection with the Senior Center helps meet Strategic Plan Goal Number 2: Connecting with Underserved Residents.

Count Basie Theater: We are working with Count Basie and Recreation to develop an even larger Hispanic Heritage festival in the community. We also recently met with the Basie and coLabsArt to discuss community partnerships.

RBPL IN THE PRESS

TapInfo: Continues to publish our weekly newsletter.

CORRESPONDENCE: None

NEW BUSINESS

VI. President's Report: No report.

VII. Committee Report:

- A. Personnel: No meeting
- B. Buildings and Grounds: No meeting
- C. Finance: No meeting
- D. Policy Review Ad Hoc Committee: No meeting
- E. Strategic Plan Ad Hoc Committee: No meeting

VIII. Foundation Report: - Liaison to the Foundation – The TownWide Yard Sale is September 9, 2023 with a rain date of September 10th. The library will not make the decision for the rain date, it is up to the homeowners.

IX. Old Business:

Stephen Hecht asked for the status on AED units to be placed in the library. Candyce Valor has received two quotes and is reviewing the process of the requirement of a medical approval form to purchase the units for the library building. Laura Jannone has offered to do more research on these items.

Sue Viscomi has asked the status of a Memorandum of Agreement with the Borough now that the new council has been appointed. Candyce Valor has asked for assistance in this matter and a delay of this discussion as the library is within 45 days of final grant deadlines and undergoing construction.

X. New Business: None

XI. Public Portion: Ann Davis a community member was in attendance and complimented the library staff on all the services they provide to the community.

XII. Adjournment: 7pm Motion by by Jim Whyte, 2nd by Sue Viscomi. Abstain: None. Absent: Jared Rummage, Sara Siegler, Mayor Portman. All in Favor. Motion carried.

Respectfully submitted,

Candyce Valor