

East Brunswick Public Library
Board of Trustees Meeting
June 18, 2024

Attendees:

Otu Amankwah	Karen Parry, Interim Library Director
Dr. Kenneth Freedman (arr. 7:26 pm)	Maria Carmelo, Exec. Admin. Assistant
Lisa Gurevich	Heidi Hu, Teen Representative
Joseph Palombit	
Patricia Palumbo	Alpesh Shah, IT & Facilities Manager
Colleen Talbot	Samantha Michael, IT Supervisor
Ashish Verma (arr. 7:12 pm)	Zoobia Asif, Technology Training Coordinator

Mr. Amankwah called the meeting to order at 7:03 pm. A roll call was made and a quorum was present. Mr. Amankwah stated that the meeting was advertised and the Open Public Meeting Act requirements were met.

All rose for the Pledge of Allegiance.

Minutes of May 21, 2024:

Mr. Palombit made a motion to approve the minutes of the May 21, 2024 meeting.
Ms. Palumbo seconded. Voting yes: Mr. Amankwah, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Closed Session Minutes of May 21, 2024:

Mr. Palombit made a motion to approve the closed session minutes of the May 21, 2024 meeting.
Ms. Talbot seconded. Voting yes: Mr. Amankwah, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Public Participation:

Ms. Hu presented the Teen Report. 33 members attended the May TAG meeting. The teens wrote uplifting letters to East Brunswick seniors. 28 volunteers assisted the Circulation department with shelving and packing transits. 59 volunteers assisted with programs, including the Chess Club and Storytime programs. 11 teens were accepted into the TLC program.

Ms. LeSeur was unable to attend the June board meeting but she sent a report thanking the Library for the lovely Friend's Appreciation Dinner which preceded their meeting on June 13th. Everybody had a really good time and enjoyed the delicious food. The Friend's gave out the Senior Award to Eliana Zhang, who had over 400 hours of volunteering with the Library! The Friends would like to wish everyone a wonderful summer!

There was no Foundation Report.

Colleen Talbot presented the Township Report. The 2024 budget has been approved. There will be a 4th of July celebration at the Community Arts Center. The second Municipal Farmer's

Market is scheduled for July 28th. East Brunswick Day will take place on October 6th and the Mayor's Charity Gala is scheduled for December 3rd. The Police Department parking lot will be paved next week.

There was no School District Report.

There were no public comments.

Financial Report:

In the Financial Report, Ms. Parry shared that the main source of revenue at the library has been Passport services. Library revenue also includes printing, scanning and faxing services as well as library fines. The new LMxAC Polaris system, Stella, has been live since June 14th.

Ms. Palumbo made a motion to approve the June 19, 2024 bill list. Ms. Gurevich seconded. Voting yes: Mr. Amankwah, Mr. Palombit, Ms. Palumbo, Ms. Talbot and Mr. Verma. Voting no: None. Abstaining: None.

Correspondence:

There was no correspondence.

Reports of Standing and Special Committees:

There were no reports of standing or special committee reports.

Director's Report:

Ms. Parry presented the May Director's Report. There were 17,266 visits to the library in May. Staff Development Day was held on May 22nd. Staff were presented with an Emotional and Mental Health Workshop as well as training for the new LMxAC Polaris system, Stella. Breakfast, lunch and refreshments were served. The library will be interviewing to fill an Accessibility Librarian position. Youth Services has many summer programs scheduled, including the popular Summer Reading program.

Mr. Palombit made a motion to approve the May 2024 Director's Report. Mr. Verma seconded. Voting yes: Mr. Amankwah, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo, Ms. Talbot and Mr. Verma. Voting no: None. Abstaining: None.

Old Business:

There was no old business.

Department Presentation – Information Technology

Alpesh Shah, The Information Technology and Facilities Manager, along with the Library's Information Technology Supervisor, Samantha Michael and Technology Training Coordinator,

Zoobia Asif, provided their Department Presentation to the board on their roles and services to library staff as well as to the patrons of the East Brunswick Library.

New Business:

Mr. Verma made a motion to approve the Library's 2025 Schedule of Days Closed. Ms. Palumbo seconded. Voting yes: Mr. Amankwah, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo, Ms. Talbot and Mr. Verma. Voting no: None. Abstaining: None.

Closed Session:

Mr. Verma made a motion to enter closed session at 8:00 pm. Dr. Freedman seconded. Voting yes: Mr. Amankwah, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo, Ms. Talbot and Mr. Verma. Voting no: None. Abstaining: None.

The Board returned to open session at 9:12 pm.

Information Items:

There were no information items.

Adjournment:

There being no further business, Dr. Freedman made a motion to adjourn at 9:13 pm. Mr. Palombit seconded. The motion was unanimously approved.

Respectfully submitted,
Mr. Wayne Christie, Secretary