

East Brunswick Public Library
Board of Trustees Meeting
March 18, 2025

Attendees:

Otu Amankwah (arr. 7:24 pm)
Dr. Joyce Boley
Wayne Christie (arr. 7:05 pm)
Dr. Kenneth Freedman
Lisa Gurevich
Joseph Palombit
Patricia Palumbo
Colleen Talbot

Karen Parry, Library Director
Maria Carmelo, Executive Administrative Assistant

Ms. Palumbo called the meeting to order at 7:00 pm. A roll call was made and a quorum was present. Ms. Palumbo stated that the meeting was advertised and the Open Public Meetings Act requirements were met.

All rose for the Pledge of Allegiance.

Minutes of January 18, 2024:

Mr. Palombit made a motion to approve the minutes of the January 18, 2024 meeting. Ms. Talbot seconded. Voting yes: Dr. Boley, Dr. Freedman, Ms. Gurevich, Mr. Palombit and Ms. Talbot. Voting no: None. Abstaining: Ms. Palumbo.

Public Participation:

There was no Teen Report.

There was no Friends Report.

There was no Foundation Report.

Ms. Talbot presented the Township Report. The budget was introduced this week and the total municipal increase is at 1%, which is an average of \$26.00 per household. Thank you to Ms. Parry for her participation in the Mayor's Wellness Campaign and Alliance against drug and alcohol abuse.

Dr. Boley presented the School District Report. Parent Teacher Conferences are scheduled this week. The Spring Concert season has begun and the concert schedule can be viewed on the School District's website. The East Brunswick School District is hosting a parent evening with Mothers Against Drunk Driving (MADD) in April. Schools will be closed for Spring Break from April 14th through April 18th.

There were no public comments.

Financial Report:

Ms. Parry presented the Financial Report and shared that the 2025 budget is complete and it has been a learning experience going through the process for the first time. This year's library budget remains flat and Ms. Parry worked with the library management team to trim costs as best as possible to stay within or below budget. The library's website is being updated to be made ADA compliant and the library Health Portal is due for an upgrade as well.

Mr. Palombit made a motion to approve the March 19, 2025 Bill List. Mr. Christie seconded. Voting yes: Mr. Amankwah, Dr. Boley, Mr. Christie, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. 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 January and February 2025 Director's Reports. The total use of library services has increased. Programs included Muslim Heritage Day on February 1st, A Look at Black History through Jazz in recognition of Black History Month, a CPR class in partnership with Penn Medicine, and tax assistance with AARP. Karen Geist, the library's Accessibility Librarian, has introduced the Next Chapter Book Club to late teens and adults with disabilities in an effort to bring people together to make friends, explore the community and read. This will be an ongoing program and registration is required so please check the library's calendar of events on our website. Ms. Parry was excited to announce that the library has received a \$5,000.00 donation for an East Brunswick High School student, which will be used to purchase two 3-D printers. Finally, Ms. Parry continues to work with the Mayor's Mental Health Taskforce, bringing awareness to the importance of mental health.

Dr. Freedman made a motion to approve the January and February 2025 Director's Reports. Ms. Gurevich seconded. Voting yes: Mr. Amankwah, Dr. Boley, Mr. Christie, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Old Business:

There was no old business.

New Business:

Ms. Parry discussed Staff Appreciation during National Library Week, which takes place the week of April 6th.

Resolution #10,885

Temporary Second Quarter 2025 Library Budget

WHEREAS, the Township of East Brunswick will approve the municipal budget, including the library appropriation, later in the year 2025; and

WHEREAS, the library needs funding in order to operate; and

WHEREAS, it was determined that 26.25% of the 2024 budget, the maximum allowable quarterly temporary budget for the second quarter of 2025, is \$1,215,484.00.

NOW THEREFORE BE IT RESOLVED that the East Brunswick Public Library Board of Trustees approves a temporary budget of \$1,215,484.00 for the second quarter of 2025 (April through June).

Mr. Christie made a motion to approve Resolution #10,885 – Temporary Second Quarter 2025 Library Budget. Mr. Amankwah seconded. Voting yes: Mr. Amankwah, Dr. Boley, Mr. Christie, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Resolution #10,886

Resolution Approving Purchase of new Chairs for Staff

WHEREAS, the East Brunswick Public Library (“Library”) staff has determined a need for new staff chairs; and

WHEREAS, the HON chairs offered by W.B. Mason Co. Inc., were found to be both highly functional and cost effective; and

WHEREAS, the chairs are available through State Contract through the New Jersey Cooperative Purchasing Alliance by purchasing them through W.B. Mason Co., Inc.;

NOW, THEREFORE, BE IT RESOLVED, by the East Brunswick Library Board of Trustees that it hereby approves purchasing ten (10) new HON chairs from W.B. Mason Co., Inc. for the amount of \$5,212.20.

Dr. Freedman made a motion to approve Resolution #10,886. Dr. Boley seconded. Voting yes: Mr. Amankwah, Dr. Boley, Mr. Christie, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Closed Session:

Mr. Palombit made a motion to enter Closed Session at 8:20 pm. Ms. Gurevich seconded. Voting yes: Mr. Amankwah, Dr. Boley, Mr. Christie, Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

The Board returned to open session at 8:50 pm.

Information Items:

There were no information items.

Adjournment:

There being no further business, Ms. Gurevich made a motion to adjourn at 8:53 pm. Mr. Christie seconded. The motion was unanimously approved.

Respectfully submitted,
Mr. Wayne Christie, Secretary