

Hamilton Township Public Library Board of Trustees Minutes held July 27, 2020 at 5:00 PM

This meeting is being held in accordance with the rules of the New Jersey Open Public Meetings Act. This meeting is taking place via a remote telephone service and all meetings of this group will be audio recorded.

Members Present: Mr. Santamaria, Ms. DeAngelo, Mr. Kovacs, Mr. Atkin, Mr. Gedeika, Ms. Rogers, Ms. Bradley, Ms. Muziani, and Library Director, Mr. Chianese

Review and Consideration of the minutes of the previous meeting of the Board:

Approval of the June 22, 2020 minutes were moved by Ms. DeAngelo, seconded by Mr Gedeika. The motion was approved by all board members.

Review and Consideration of the minutes of the Emergency Meeting held at the request of the Director:

Approval of the July 8, 2020 minutes were moved by Ms. DeAngelo, seconded by Mr Gedeika of approved . The motion was approved by all board members.

Consideration of the Treasurer's Report: Approval of the July 2020 Treasurer's Report was moved by Mr. Kovacs, seconded by Ms. Rogers. The motion was approved by all board members.

Consideration of the Bill List: Approval of the July 2020 Bill List was moved by Mr. Kovacs, seconded by Mr. Gedeika. The motion was approved by all board members.

Director's Report:

1. Curbside Service Update: Since inception on June 23, 2020, the program has been very successful. To date, 6,984 items have been returned and 801 items have not been returned. Estimate 6,000 to 6,500 return items are back on the shelves in the Library. Effective July 29, 2020, curbside service hours will be changed to 11:00 AM to 7:00 PM and fines will be imposed on the 801 items not returned.

2. Legionella Testing: The air conditioner cooling tower has been tested for Legionella and other bacteria. It was recommended that the cooling tower be disinfected and cleaned. Since this cannot be done during regular working hours or the weekend, it will be accomplished this Fall when the air conditioner is not used.

3. Bromley Day of Action: Bags and handout items such as pens and Library information will be given residence door-to-door. The items are normally given at the Octoberfest (canceled).

4. Township Signage: Replicas of the State Library Covid-19 signs have been made for patron awareness. The 4 signs will be placed at the front door, front entry, and two other main areas in the Library.

Committee Report: Strategic Planning Committee (see old business)

Old Business:

Final presentation of the work of the Strategic Planning Committee remains on the agenda for call back until such time as Covid-19 issues are resolved and the Library is fully open.

New Business:

Consideration and approval of Resolution Number 20-009, FY2020 Final Budget.

Mr. Kovacs approved the resolution, seconded by Ms. Rogers. The motion was approved by all members present and will be signed at our next meeting when the Library reopens.

Consideration and approval of Resolution Number 20-010, Additional Amendments to Library Policy for the Covid-19 emergency.

Approve with these changes included in the policies:

1) Change the word "escort" to "accompany" every place its mentioned.

2) Remove "all payments must be made with a credit card".

Ms. DeAngelo approved the resolution, seconded by Mr. Kovacs. The motion was approved by all members present and will be signed at our next meeting when the Library reopens.

Consideration of the location for future Library Board Meetings

This subject will be tabled. The next meeting will be via the remote telephone service.

Public Comment: None

Hearing no more business before the Board, Mr. DeAngelo moved to close the meeting at 6:45 PM. Our next Board Meeting will be on August 26, 2020.

Respectfully submitted,

King A. Kovacs

Secretary