

Union Township Public Library
Board of Trustees Meeting (Zoom meeting)
Minutes
November 24, 2020

Meeting called to Order at 6:36pm

Ms. Muller read the announcement of compliance with the Open Public Meetings Law

Roll Call

Present: Jeannette Cantalupo, Steven Le, Mary Lewis, Nancy Minneci, Laura Muller, Sally Straus, Paul Verzosa, George Wheatle Williams, Karen O'Malley, Tim Donohue

Excused: Jackie Carter

Motion to approve the minutes of October 2020 meeting was made by Mrs. Minneci and seconded by Mrs. Cantalupo. All present in favor, Ms. Lewis abstained, motion carried.

Mr. Le reported that the financials were in order and asked for approval. Motion to approve the Financial Reports made by Mrs. Cantalupo and seconded by Ms. Lewis. All present in favor, motion carried.

Director's Report-Ms. O'Malley read and discussed points in her report.

Reports of Committees and Board Members-none

Old Business

- Update on Library Construction Grant-Ms. O'Malley reported that UPL was not chosen as a recipient for the Library construction grant in this round. She plans to have a discussion with the Township on next step and also reports that the Twp has approved the work order for Potter Architects to proceed with engineering design plans.
- A discussion regarding the library operations amid COVID surge and holidays. Due to rising cases and an anticipated holiday surge, a motion to revert back to curbside and no longer allow patrons into the building starting on Friday, Nov. 27, 2020 until further notice was made by Mrs. Minneci and seconded by Mrs. Cantalupo, all present in favor therefor motion carries.

New Business

- Ms. Muller recognizes all three retirees with thanks and gratitude for each of their many years of service (over 20 years in all 3 cases).
 - Maria Wasyliw
 - Ben Salazar
 - Patricia Sekule

- Motion to accept the draft budget submitted for 2021 made by Mr. Le and seconded by Mrs. Minneci. All present in favor, motion carries.
- Contract for copier machines-A motion to approve a new 60-month contract with EBS for 2 newer copier models at Main and the purchase of the one at VH for a cost of \$675 per month was made by Mrs. Minneci and seconded by Mrs. Cantalupo. All present in favor, motion carries.
- A tentative schedule for UPL Board of Trustee meetings in 2021 was presented. A motion to approve the dates was made by Mrs. Minneci and seconded by Mr. Le. All present in favor, schedule is adopted.
- A tentative Holiday Schedule for 2021 was presented. A motion to accept the 2021 Holiday schedule as presented was made by Mrs. Cantalupo and seconded by Mrs. Minneci. All present in favor, 2021 Holiday schedule is approved.

Comments from the Public- On behalf of the Union, Ms. Bell thanks the Board for recognizing the work of the three retiring staff members.

Ms. Muller asks for a motion to retire to Executive Session to discuss a private matter; motion made by Mrs. Minneci and seconded by Mr. Le, all present in favor. Board retired to ES at 7:23 pm.

The Board rises from ES at 7:31 with a motion made by Mr. Le and seconded by Mr. Wheatle Williams, all present in favor.

Confirm next meeting date Dec 15, 2020

A motion to adjourn made by Mrs. Cantalupo and seconded by Mrs. Minneci. All present in favor, meeting adjourned at 7:33pm.