

**Union Township Public Library  
Board of Trustees Meeting  
Minutes  
October 26, 2021**

Meeting called to Order at 6:31 pm

Mr. Le read the announcement of compliance with the Open Public Meetings Law

Roll Call: Present: Mr. Le, Mrs. Cantalupo, Ms. Lewis, Ms. Straus, Ms. Jason, Mr. Donohue, Mr. McQueen, Mrs. Minneci, Ms. Muller. Excused: Mrs. Carter, Mr. Wheatle Williams

Motion to approve the minutes of September 2021 Board meeting was made by Ms. Lewis and seconded by Ms. Straus. Mrs. Minneci abstained. All present in favor, minutes approved.

Motion to approve the minutes of October 2021 Special Board meeting was made by Mrs. Cantalupo and seconded by Ms. Muller. All present in favor, minutes approved.

Correspondence - none

Motion was made by Mrs. Cantalupo and seconded by Mrs. Minneci to accept the financial reports of September 2021. All present in favor, financial reports accepted.

Ms. Jason read the Interim Director's Report

Reports of Committee Members:

- Mr. Le and Union Council 8 President Mike Breunig will sign the Union contract this week.
- Mr. Lee stated that the search for a new Library Director is underway.

Old Business:

- Ms. Jason gave updates on Library move.
- Mr. Le discussed the future need for someone other than the Director to take the minutes during Board meetings.

New Business:

- A motion to accept a proposal from ADP for new Time and Attendance software was made by Ms. Muller and seconded by Mrs. Minneci. All present in favor, motion approved.
- A motion was made by Mrs. Cantalupo and seconded by Ms. Muller to accept a draft of new operating hours to begin January 2022. All present in favor, motion approved.

- A motion was made by Ms. Muller and seconded by Mrs. Minneci to accept the 2022 Holiday schedule as set forth in the Union contract. All present in favor, motion approved.
- A motion made by Ms. Muller and seconded by Mrs. Minneci to accept the proposed Board of Trustees meeting schedule for 2022. The December 20th meeting was changed to Vauxhall Branch. All present in favor, motion approved.
- A motion was made by Mrs. Cantalupo and seconded by Ms. Muller to accept a proposal from Lifeline Technologies for the cost of network installations at both new locations. All present in favor, proposal approved.

Comments from the Public:

Larona Jones asked if we knew when the demolition of the Main Library will take place. Ms. Jason answered that there is no exact date. She also commended Ms. Jason on her calm demeanor during the transition.

Confirm next meeting, in person at the Vauxhall Branch on November 16. This is a change of venue and will be communicated to the public.

Motion to adjourn the meeting was made by Mrs. Cantalupo and seconded by Mrs. Minneci. All present in favor, meeting ends at 7:12pm.