

**Union Township Public Library  
Board of Trustees Meeting  
Minutes  
December 21, 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, Ms. Straus, Ms. Jason, Mr. McQueen, Ms. Lewis, Ms. Muller  
Excused: Mrs. Minneci, Mrs. Cantalupo, Mr. Donohue, Mrs. Carter, Mr. Wheatle Williams.

Motion to approve the minutes of the November 23, 2021 meeting was made by Ms. Muller and seconded by Ms. Straus. All present in favor, Ms. Lewis abstained, minutes approved.

Ms. Muller read the financial reports. Motion was made by Ms. Lewis and seconded by Mr. McQueen to accept the financial reports of November 2021. All present in favor, financial reports accepted.

Correspondence- none

Ms. Jason read the Interim Director's report and updated the Board on the status of the Library move.

Reports of Committee Members - none

Old Business

- Ms. Jason presented the final draft of the 2022 library budget for approval. Motion to approve the 2022 budget was made by Ms. Muller and seconded by Ms. Lewis. All present in favor, budget approved.

New Business

- Resolution 2021-4. Restrict \$12,000 from "2021 Salaries" budget line to fund an account for Library Director Search. Motion made by Ms. Muller and seconded by Mr. McQueen. All present in favor, motion carries.
- Resolution 2021-5. Transfer \$20,000 from "Unrestricted Funds" to "Main Renovation/Computer Fund". Motion made by Ms. Muller and seconded by Ms. Lewis. All present in favor, motion carries.
- The Board was invited to the Staff Appreciation Lunch on January 14, 2022.

Mr. Le brought up a suggestion from Mr. McQueen regarding the possibility of hiring an intern from Kean University to take the Library Board Minutes. This suggestion will be explored further.

Comments from the Public- none

Confirm next meeting, in person at the new 1060 Stuyvesant Avenue location on January 25, 2022 at 6:30pm.

Motion to move to Executive Session, to discuss the status of the Library Director search was made by Ms. Muller and seconded by Mr. McQueen. All present in favor. Board retired to Executive Session at 7pm. Ms. Jason was excused from the Executive Session.

The Board rose from Executive Session at 7:32pm with a motion made by Ms. Muller and seconded by Ms. Lewis. All present in favor. Board returned to Public Session.

Motion to adjourn the meeting was made by Ms. Straus and seconded by Ms. Muller. All present in favor, meeting ends at 7:33pm.