

**Union Township Public Library
Board of Trustees Meeting
Minutes
Feb 22, 2022**

Meeting called to order at 6:36 pm

Mr. Le read the statement of compliance with the Open Public Meetings Act

Roll call: Present: Mrs. Carter (by Zoom), Mrs. Figueiredo, Mr. Le, Ms. Lewis, Mrs. Minneci, Ms. Straus; Ms. Jason

Excused: Mrs. Cantalupo, Ms. Eason, Ms. Muller,

Motion to approve the minutes of the January 25, 2022 Reorganization and Regular meetings was made by Ms. Straus, seconded by Mrs. Figueiredo, and approved by all present with Mrs. Minneci and Mrs. Carter abstaining.

There was no correspondence.

Mrs. Minneci presented the financial reports for the period ending January 31, 2022. Motion to accept the reports by Ms. Lewis, seconded by Ms. Straus, and unanimously approved.

Ms. Jason presented the Interim Director's Report. She clarified that the difference between part-time and permanent part-time positions relates to benefits and vacation. In addition to reviewing her submitted report, she noted that depending on the COVID situation, she hopes it will be possible to hold the long-delayed staff appreciation luncheon in April.

There were no Committee Reports. Mr. Le explained that committees were consolidated, and offered to distribute the Board roster and committee assignment list by email following the meeting.

Old Business:

Ms. Jason reviewed information about LMxAC, noting that there are 34 member libraries in the consortium, with 6 from Union County (Elizabeth, Plainfield, Springfield, Roselle, and Roselle Park). If anyone would like the list of all member libraries, she will email it. She recommends that UPL join in 2022 or 2023, but suggested that the final decision should be made after a new director is hired, and before the library moves again following construction. Eileen Palmer, Director of LMxAC is willing to join us virtually at the March meeting to provide more details. There is no decision from the County Commissioners yet about supporting libraries with funding for start-up costs.

New Business:

- **Library delivery service:** Ms. Jason explained the need for a sustainable interlibrary delivery system, now that books are being cataloged, processed, and stored at the Galloping Hill location. She shared proposals from three delivery companies, and expects to be able to share a fourth proposal soon. A 3-day per week service may be sufficient. The Board will revisit this in March when we have more information.
- **Mask mandate:** A motion was made by Mrs. Minneci, and seconded by Ms. Lewis to change the Union Public Library's mask policy on March 7, 2022 to optional. The motion was unanimously approved. Effective March 7, when the state mask mandate is lifted, Union Township will have a mask-optional policy. A survey of library staff indicates that opinion is closely divided. The library will maintain distancing and plexiglass dividers, and signage will be changed to "recommend" masks rather than to "require" them.

Motion to move to Executive Session to discuss the status of the Library Director search was made by Mrs. Carter and seconded by Mrs. Minneci. All present were in favor. The Board moved to Executive Session at 7:17. Ms. Jason was excused from Executive Session. An update was provided by Jeanne Marie Ryan of Strategic Operating Solutions. Two special meetings were scheduled for interviews.

Motion to rise from Executive Session was made by Mrs. Minneci, seconded by Ms. Lewis, and unanimously approved. Board returned to Public Session at 7:43 pm.

- Motion to extend appointment of Karen Jason as Interim Director with a salary based on the NJLA minimum for Library Directors from March 1 to May 31, 2022 was made by Mrs. Minneci, seconded by Ms. Straus, and unanimously approved.

Good of the Order: Board will send condolences to the family of Erica Bell.

Next regular meeting confirmed for March 22, 2022, at 1060 Stuyvesant Ave. at 6:30 pm.

Motion to adjourn the meeting made by Mrs. Minneci, seconded by Ms. Lewis, and unanimously approved by the Board at 7:50 pm.