

MINUTES OF THE BOARD OF TRUSTEES OF THE PUBLIC LIBRARY OF THE  
TOWNSHIP OF NEPTUNE

May 18, 2021

**CALL TO ORDER**

The meeting was called to order at 5:05 pm by Teretha Jones.

**ROLL CALL**

The following were in attendance:-Dyese Davis -Teretha Jones-Connie King - Meghan Plevier – John Bonney and Amani Neptune.

**APPROVAL OF MINUTES**

Teretha Jones called for an approval of the March 16, 2021 minutes. Meghan Plevier made a motion to approve the motion, Dyese Davis seconded the motion. The motion was passed.

**TREASURER’S REPORT**

The report was read by John Bonney. Financial report and Action on Bills.

- \$3959.45 was paid on April 12 and \$1194,97 was paid on April 26,2021 out of the Trust
- The Friends of the Library donated \$180.00 to the library.

Motion to accept the Treasurer’s Report made by Connie King and seconded by Dyese Davis. The motion was passed.

**Committee Reports:**

- **Personnel**- Nothing to report
- **Budget**-Nothing to Report.
- **Building**-Nothing to Report.
- **Policies**-Nothing to report
- **Outreach**-

Ms. Plevier spoke briefly of John Bonney and Amanda Franco’s attendance at the Neptune Townships School District Librarians PLC. They talked about Virtual programming, SORA and how it enables students to utilize their public libraries to check out books and the desire to find ways to help all students acquire a library card, Book bundles and book club in a bag titles that the Neptune Public Library has 172 different titles of were discussed as being available for checkout and the library’s willingness to add Youth and Tween titles to the mix if wanted.

**Old Business:**

**Website-**

It is moving forward. The management team met with John from Renaissance Web Solutions to outline the website.

We went over and reviewed our needs and expectations and are currently working with him to create a mockup of the site.

Before the website can go live there are a few upgrades that have to be done with SirsiDynix:

- Web services or web searching update to 6.1.0
- SSL Certificate for security purposes.

- Installation of the Enterprise software/
- Training of six team members on the Enterprise software two days by instructor then additional self –paced learning.

### **New Business:**

- **Summer Reading and Outdoor Programs.**

Amanda Franco the Library's Programming coordinator and Cheryl Otten the Children's Reference Librarian presented to the Board of Trustees the plans and ideals for Summer Reading, which the library will continue to use **READ square**. It is an **app** that Children and Parents are able to download. And once downloaded they can log what books that they are reading for points. The children who collect the most points at the end of the summer win grand prizes (1<sup>st</sup>, 2nd, 3rd place). In addition to **Random** winners will be chosen each week. The **summer reading theme this year is Tales and Tails** **Some** Virtual Programs for the summer are -**Jenkin's Aquarium**, **Dinosaur Rock** and **Turtle Music**. Continued participation in craft pickups and videos will also earn you points.

- **Stairwell Improvements**

Building Maintenance has begun work on the stairway risers.

We have reached out to three vendors for quotes on painting the radiator and paneling in the stairwell Maintenance is unable to do it because it requires scaffolding.

- **Bookmobile**

The inside shelves are being aligned and fitted with bungee cords and prepared for books to be stocked and shelved.

- **Trustee Comments**

Meghan Plevier sends her thanks John and the library staff for their continued work during the pandemic and for keeping our members and the staff safe.

Ms. Teretha Jones has reiterated that the library will remain as we are while sharing that we are putting together a section in the children's department for Local authors. The authors are not all adults it encompasses children and young adults as well.

### **Public Comments**

### **Adjournment**

Ms. Jones put out a call to close of the meeting at 5:37 pm Meghan Plevier made the motion and it was seconded by Dyese Davis. The motion was passed.