

- 1) At 7:35pm the online meeting was called to order by Ms. Karp. Present were Hildy Karp, Heather Marvell, Brian O'Leary, Tracy Carroll, Jamie Saeed, Marietta Zacker, Donna Grohman, Friends representative Kathie Abrams, Village Trustee Karen Hilton, Interim Director Lindita Cani and Shanize Haddock.

- 2) **Friends Update:** The Friends granted Michael Pucci's request for \$1,500.00 for library materials for the adult department.

The Book Delivery Service is still going on; they have between 1-5 deliveries per week, with a team of 4 delivery volunteers. The friends will reassess the service at the end of June, to see if the service is still necessary/worth it.

June 12<sup>th</sup> is the tentative date for the jewelry sale, rain date June 19<sup>th</sup>. It will be outdoors at the library parking lot area. Ms. Cani has been working with the Village to get tents, tables, chairs, and parking arrangements. Volunteers are needed.

Mr. O'Leary gave the Friends a thorough overview of the library's budget at the Friends meeting, which helped the Friends understand questions they had about the budget in the past. He also updated the Friends on the library director search.

The turtle habitat project was discussed. The Library Board agreed to commit to the turtle project, with the understanding that funding will not come from the library. Once the total amount of money is raised for startup cost, along with a couple of years of expenses for maintenance, and a plan on how to continue fundraising to maintaining the turtles, then the projects will go forward. To start about \$15,000 is needed and about \$2,500 each year for maintenance. Ms. Abrams will discuss this with the Friends. Linda Beck requested the Friend's PayPal as a place to hold money raised for the turtle project; however, the Friends were not comfortable with that. Tonia Moore sent Ms. Beck a letter explaining why. Mr. O'Leary commented that the organization that is proposing the turtle habitat can create its own PayPal account and raise money in that way.

- 3) **Minutes:** With correction to Ms. Saeed's last name, Ms. Marvell made a motion to approve the minutes from the March meeting, Ms. Zacker seconded, all approved.
- 4) **Foundation Update:** The Foundation did not meet. An update will be given at the next board meeting.
- 5) **Finance Committee Update:** Mr. O'Leary updated the Board. The finance committee focused on 3 things: spending from operating budget, library bank accounts, and policy for long term funding of projects.

With roughly \$180,000 for operating budget, the library is spending right along what is expected for the first 3 months of the year. The finance committee will look at spending around the next quarter and if they are trending okay, no actions will be proposed. However, if they are not, then the finance committee may have recommendations.

At the next board meeting the finance committee will summarize the library's bank accounts for the Board, so they have a better understanding of the different purposes they serve, funds available etc.

The finance committee will draft a policy for funding long term projects and bring it to the Board for the June meeting. Mr. O'Leary mentioned that it would be good practice for the Board to have a clear sense of how to think about taking on long term projects.

- 6) **Personnel Committee update:** Mrs. Carroll updated the Board. The committee has gone through the evaluation process of looking at cover letters and resumes that were sent in response to postings at the New Jersey Library Association, The Rutgers website, and Village website. There are 5 total candidates the search committee (Hildy Karp, Alice Greenberg-Sheedy, Jamie Saeed, Pam Bristah, and Tracy Carroll) will look at more closely. The committee is hoping to use some form of the Annual Director Evaluation tool to interview candidates. Ms. Bristah is looking into other sources for interview tools. They are hoping to meet within the next week to narrow down specific questions. Mrs. Carroll commented that from a process vantage point, ideally 2-3 weeks will be needed to set up committee meetings for the search committee, defining the process going forward, setting up interviews and interviewing candidates (1 hour interviews for each candidate, the committee can decide if they want to interview them again 1 or 2 more times). Ms. Karp and Ms. Saeed will chair the search committee together.
- 7) **Financial:** Ms. Marvell inquired about Atalian Global services and Kanopy; Atalian's bill is for 2 months of cleaning services, and for Kanopy, it is money from previous annual appeal. Ms. Grohman made a motion to approve the bills from operating totaling \$16,662.60, Ms. Saeed seconded. Ms. Saeed made a motion to approved the bills from Trustees totaling \$2062.32, Ms. Zacker seconded, all approved.
- 8) **Director's Report:** Ms. Cani updated the Board. The library resumed evening hours; 9-12; 2-8 on Tuesdays and Thursdays.

The Honors and Awards Committee of the NJ Library Association awarded the library twice, one for a one-year pandemic anniversary infographic, and one for the video message from library staff (which is available on YouTube).

April 22<sup>nd</sup> will be Makers Mayhem, lots of outdoor activities from 1-5 including at 3pm planting of forget-me-not seeds in memory of people lost from Covid19. Assemblywoman Mila Jasey and Village President Sheena Collum will be in attendance among others.


The library is partnering with the Village, South Orange Village Alliance, Baird Community Center, Maplewood Township, Maplewood Library and SOMA two towns for all ages, to work on celebrating Asian-American and Pacific Islander Heritage month, which is the month of May. There will programs, like yoga with local instructor Susan Hyon for seniors, story time with Manman

Huang May 4<sup>th</sup> at 11am, and conversations with 2 authors, Sayantani DasGupta and Marina Budhos. The library is also discussing programs for Juneteenth and Pride month. They are looking to have a YA author talk about pride month and talk about proper pronouns. For Juneteenth looking to reach out to Bisa Butler, an artist and SOMA native, who attended Columbia High School, she was featured in Forbes art magazine. Ms. Zacker commented that she can help reach out to authors.

- 9) **Connett Connections Project Update:** Ms. Marvell updated the board. The working group, including the grant writer, Susan Bryant and Tom Hut are working very hard on the grant application for the Building Project. The State library did a program on how they are going to evaluate the application and other information, which Ms. Marvell was able to listen in on. H3 was scheduled to attend the Village Board of Trustees meeting to present the project for the village's support, this upcoming Monday, however that will be pushed back for a later date. The resolution however, will be included in the May 10<sup>th</sup> meeting. Ms. Marvell commented that there are a lot of moving parts but they are in a good position. Ms. Karp added that although H3 is making some changes to respond to the Historical Preservation guidelines, the project is not fundamentally changing.

The meeting was closed at 8:37pm.

Respectfully submitted by



Shanize Haddock