

1) At 7:32pm the online meeting was called to order by Ms. Karp. Present were Hildy Karp, Brian O'Leary, Donna Grohman, Marietta Zacker, Diego Ribadeneira, Jaime Saeed Andrew Ha, Emily Brown, Tracy Carroll, Village Trustee Karen Hilton, Friends representative Kathy Abrams, Lindita Cani, and Jenna Leis. Library Director Jill Faherty was unable to attend this meeting and Ms. Cani was present in her place.

2) **Friends of SOPL update:** Friends representative Kathy Abrams told the board how thrilled they were to have raised \$10,000 to give to the library for the capital campaign. She thanked the board for giving the annual 2020 appeal letter to them and recognized Sandra Dickerson for all her work with the jewelry sale.

Another jewelry sale is in the planning stage and is set to be before Mother's day on April 30th and May 1st. Publicity for that will be starting soon. Pam Bristah is also working to get their members more active and communicate with them. The Friends is continuing to oversee the library museum passes and the home delivery service, which will continue through June and probably past that. Ms. Faherty has also spoken with the Friends about setting up an ongoing book sale in the library sometime in the future. Ms. Abrams wanted to express her thanks to anyone who donates books into the green Better World Books bin in the library parking lot; they have received the most recent check for \$400 from them. Finally Ms. Abrams thanks Ms. Zacker and Ms. Hilton for attending the most recent Friends meeting to update them and announce they are currently this year's biggest donors.

The board wishes to congratulate Ms. Abrams for becoming the new president the Friends and looks forward to continue working with her.

3) **Foundation Update:**

a. *Capital Campaign:* Ms. Zacker expressed her thanks for the Friends donation of \$10,000 to the capital campaign.

b. *Feasibility study and Campaign Management consultant:* It was decided that SOBO Bixel will be hired as consultant to the project. Now that everything is in the works a new feasibility study will be done, after which further decisions will be made.

4) **Minutes of the January 2022 Library Board Meetings:** A motion was made by Ms. Brown to approve the meeting minutes from the January 18th board meeting. This was seconded by Ms. Grohman and approved by all.

5) **Financial Report:** Mr. O'Leary updated the board that the expenditures look to be normal, if a little higher than average in the operational because of utilities and other costs at this time of year. The next finance committee meeting will be held on March 3rd.

a. *Bills payable:* A motion was made by Mr. Ribadeneira to approve the bills payable from Operating account totaling \$19,804.43. This was seconded by Ms. Grohman and approved by all. Mrs. Carroll motioned to approve the bills payable from the Trustees account totaling \$891.20. This was seconded by Mr. O'Leary and approved by all.

b. *Budget Presentation for Village Trustees:* The board was updated on Ms. Faherty's public presentation to the Village Trustees on the capital budget in January. She received positive feedback from the trustees and is waiting to hear the results. Ms. Hilton informed the board that the Village is operating under a temporary budget for the time being until the new one is passed. She will keep them updated in the meantime. Mr. O'Leary said that they requested another \$20,000 from the Village and if not approved the finance committee will need to reevaluate things as this year's annual appeal went entirely to the capital campaign, leaving little wiggle room for other spending.

6) Resolutions:

a. *LCBA Resolution of the Board of Trustees of the Library:* Ms. Karp told the board they have received the next steps from the state. Ms. Faherty is working on the Shared Space Certification, while Village Administrator Adam Loehner is working on the Tax questionnaire, Prof of Match part, sent by them to finalize the grant agreement. A sample grant agreement has been seen and a majority of the financial responsibility is on the village.

Ms. Hilton is excited to report that the Village has authorized \$16 million in public funding for the building project. The board and the village will be working closely to get the project moving along. There is a timeline from the Village which is subject to change. Ms. Hilton encourages the board to ask any questions they have and wants to keep them informed through the process. The money ordinance will be voted upon in two Village meetings from now, with the standard 28 days in between. Once the money is authorized the Village can go to market to borrow the needed funds. The \$16 million is set to cover the architect to make the plans into construction documents, hiring a construction manager, and the actual construction costs.

The resolution was read out by Ms. Karp to approve the project. A motion was made by Mr. O'Leary to approve it, seconded by Ms. Saeed and approved by all.

b. *The Resolution for creating a Building Advisory Committee:* Ms. Karp expressed to the board the need to create a building advisory committee to support the building project as they move forward. As of now the committee will be made up of herself, Ms. Faherty, and possibly one other board member. Ms. Hilton and Village Trustee member Bill Haskins are also invited to join as well as other staff from the Village. Ms. Karp would like the board to reach out to local community

- i. *ARPA- NJ State Library*: The library received \$25,000 to be used for technology updates. The new hotspots are currently in circulation with unlimited data to help patrons with accessibility. Ms. Cani expressed the need to publicize them more. Part of the grant was also used for new wireless access around the building. The three new access points are up and running as SOPL Outside. Feedback has already been positive. Finally the last purchase from the grant has come in today. Seven new laptops are being set up for future programs such as computer classes, Makers months, and the possibility to be check out to the public.
- ii. *Connett Exterior – Historical Trust*: There are no updates at this time on the Connett Exterior as they have been waiting on the decision and new plans for the front steps as an area of refuge. This should be moving forward soon.
- iii. *Construction Bond Act – NJ State Library*: As previously mentioned, the state has reached out with the next steps in the process. Village Administrator, Adam Loehner has been working with Ms. Faherty on the questionnaire sent to them and Ms. Faherty has a letter to pledge that the money will be used for what it is intended for.

8) **New Business**: Ms. Hilton informed the board that the Village Board of Trustees will be issuing a resolution at the next meeting honoring Tonia Moore for her hard work serving as the president of the Friends. She expressed her wishes to do this in conjunction with the board, a vote was made and all were in agreement. The board is welcome to attend the meeting on February 28th at 7pm.

Mrs. Carroll let the board know they will be engaging in a six month review of Ms. Faherty as the new library director. The review may be delayed due to unforeseen circumstances but she will be reaching out to library staff and other stakeholders soon for feedback.

Mr. O’Leary mentioned the next financial committee meeting on March 3rd where they will be looking at the accounts and at the draft 2022 budget. They will also begin long term planning for the transition and spending on the expanded library.

9) **Current and Upcoming**: Next Board meeting is March 15th at 7:30pm

10) The meeting was closed at 8:24pm.

Respectfully submitted by Jenna Leis



members with expertise that will enhance the project. Tom Hut, a local architect, is already interested in taking part of the committee. A motion to approve the committee creation was made by Mr. O'Leary. This was seconded by Mrs. Carroll and all were in favor.

- c. *Resolution for hiring part-time library assistant Nusrat Shormi:* Mr. O'Leary read out resolution for the hiring of Nusrat Shormi as a part-time library assistant. Ms. Grohman motioned to approve the resolution and was seconded by Ms. Saeed. It was then approved by all.

7) Director's Report: As previously stated, Ms. Cani stepped in for Ms. Faherty for this meeting as she was unable to attend.

- a. *Programming and Services Update:* The library continues to plan new programs for the rest of February as well as going into New Jersey Makers Month in March. Library staff member Keisha Miller will be introducing author Steve Majors at a virtual event on February 22nd at 7pm. He will be discussing his book "High Yella," and the event will be moderated by actress Sarah Doneghy. Ms. Miller will also be co-moderating with Village Trustee Summer Jones, a virtual discussion with Princeton professor Keith Wiloo, author of "Pushing Cool", on February 24th at 7pm.

In addition to the author events Ms. Miller is running a South Orange Middle School book group called Spine Crackers. The group is virtual and takes place during students' lunch period. So far attendance has been good. She has also recently released a teen interest survey to gauge what they enjoy at the library and what programs they are interested in having for the future. There have been over 60 teen responses so far.

A lot of planning has been done by the library staff for programs for Makers Month in March. This year's theme is sustainability: reduce, reuse, reimagine. Makers Mayhem will be pushed to April 23rd this year to allow for more outdoor activities.

- b. *Professional Development:* A portion of the library staff has taken part in CPR and Narcan training. The staff has also attended training for the Newsbank database, which is a collection of American journals and Star Ledger archives. A weekly series has been introduced highlighting library databases starting with Newsbank and continuing with Ancestry, etc. So far there have been no live attendants but recordings are posted on YouTube for anyone to watch.
- c. *Annual Survey:* The library is in the midst of the annual state report which determines how much state aid the library will receive. It must be filed by March 15th and Ms. Cani will be working on it in the coming weeks. Ms. Cani will have the 2021 accuracy certification for Ms. Karp to sign once she has finished.
- d. *Grant updates:*