

**Approved Minutes
February 24, 2022**

Meeting and Attendance: The regular meeting of the Board of Trustees of the Free Public Library of Woodbridge was held at 6:30pm on January 27, 2022, in the BEC Room at the Main Library. Board members who attended were Isha Vyas, Taylor DeLeo, Qiana Davis, Father Smith, Ed Mullen, Rick Silbon, Anthony Terebetsky and Carol Eberhardt. Board Attorney Carol Berlen, Library Director Monica Eppinger, Assistant Director Maryann Ralph were also in attendance.

Call to Order: Board President Isha Vyas called the meeting to order at 6:30 pm and read the "Adequate Notice of Meeting" statement.

Pledge of Allegiance: Taylor DeLeo led the Pledge of Allegiance.

The Board received a Town Hall Resolution reappointing Anthony Terebetsky to the Woodbridge Public Library Board of Trustees. Attorney Carol Berlen, duly swore in Anthony Terebetsky as a Trustee of the Woodbridge Public Library.

Nomination, Election and Swearing in of Officers:

Father William Smith nominated Isha Vyas as President of the Board of Trustees, this was seconded by Ed Mullen. All were in favor.

Father William Smith nominated Ed Mullen as Vice President of the Board of Trustees, this was seconded by Carol Eberhardt. All were in favor.

Father William Smith nominated Rick Silbon as Secretary of the Board of Trustees, this was seconded by Anthony Terebetsky. All were in favor.

Father William Smith nominated Carol Eberhardt as Treasurer of the Board of Trustees, this was seconded by Ed Mullen. All were in favor.

There were no other nominations from the floor. Board Attorney Carol Berlen duly swore in all officers.

Reading of Minutes:

Approval of the Minutes of the Meeting of 12/02/2021 were moved by Father Smith, seconded by Ed Mullen. The motion carried. Anthony Terebetsky and Taylor DeLeo abstained.

A roll call was taken for approval:

Qiana Davis - Aye

Carol Eberhardt - Aye

Taylor DeLeo - Abstained

Isha Vyas - Aye

Rick Silbon – Aye

Father Smith – Aye

Anthony Terebetsky - Abstained

Ed Mullen - Aye

The motion carried.

Correspondence: None

Report of the Library Director:

Director's Report: January, 2022

General Operations

- The WPL Strategic Plan for 2022-2024, *WPL: The Path Forward*, has been updated with an Implementation Plan which assigns the lead staff, a timeline and a scale for measurement of success.
- The new Civic Plus website will be in draft form in February. The site is scheduled for a review period and training for staff members who will update the site. The new Township site is scheduled to launch in March with the library site to follow in time for Summer Reading programs in June.
- Library statistics for the month are available at the following link:

<https://tinyurl.com/4jku3bw6>

Buildings and Grounds Update

- The Township has determined that it will be best to restore the Henry Inman Branch Library building with flood insurance funds followed by application for Federal Emergency Management Agency (FEMA) support to cover overages. The Township will meet with the Buildings and Grounds committee to address the project scope.

Outreach & Community Engagement

- Children's Services issued the Family Winter Reading Challenge and there is a new Bingo Board for readers of all ages. Both game board based activities will end February 28th with participation prizes and a drawing.
- An upgrade to the online catalog has made WPL holdings available by Google search and is a result of a Sirsi Dynix Blue Cloud Visibility Plus project. A link is made available on the right column of search results with a link to Woodbridge Library holdings.
- Library staff offered Zoom support for the Woodbridge Garden Club and Woodbridge Senior Services to provide a virtual presentation by author Toni Gattone. The Garden Club donated four signed copies of the book, *The Lifelong Gardener*.

Library Director Monica Eppinger went over her report. She also distributed a packet of library programs that the library had on schedule. She spoke about her meeting with the Sharon McAuliffe , the recently appointed councilwoman. She asked Assistant Library Director Maryann Ralph to give an update on the Implementation Plan that she is working on with the library supervisors.

Report of the Friends of the Library: Library Director Monica Eppinger reported that the Friend's book sales were going well and the Friends will be sponsoring the Museum Passes again.

Report of the Board of Trustees President: Board President Isha Vyas shared with all the board members the 2021 accomplishments of the Woodbridge Public Library. She then spoke about the library board committees and how often she would like them to meet. Board President Isha Vyas thank the Personnel Committee for their work on finalizing the AFSCME Union MOA.

Report of the Board Members:

Board member Anthony Terebetsky asked if the Committee breakdown can be sent to him. He also asked about signage in front of the library and when the work in front of the library is finished will the grass be replanted.

Board member Rick Silbon had a question on the Iselin Branch and Library Director Monica Eppinger was able to answer his question.

Board member Ed Mullen asked who the winner was in the Gingerbread House Contest.

Board member Qiana Davis showed the board members her recently published book.

Board member Carol Eberhardt asked what projects were approved from the libraries that received the Construction Bond Money.

Unfinished Business: None

New Business:

The following Resolution was read by Rick Silbon , moved for approval by Carol Eberhardt, seconded by Rick Silbon. The motion carried.

27-January-2022

RESOLUTION 01-2022.01

UNION NEGOTIATIONS - AFSCME LOCAL NO. 2923

WHEREAS the Board of Trustees of the Woodbridge Public Library has received a signed Memorandum of Agreement from the Library Director and American Federation of State, County and Municipal Employees (AFSCME) Local No. 2923 that meets the objectives set out by the Board.

BE IT THEREFORE RESOLVED by the Board of Trustees that the Memorandum of Agreement is approved and

BE IT FURTHER RESOLVED that the President of the Board of Trustees and the Library Director are authorized to sign a labor contract with AFSCME Local No. 2923 to enact said Memorandum of Agreement.

From: Administration

Approved at the meeting of 27-January-2022

Frederick Silbon, Secretary

Roll call was taken for approval:

Qiana Davis - Aye

Carol Eberhardt - Aye

Isha Vyas - Aye

Rick Silbon – Aye

Father Smith – Aye

Ed Mullen - Aye

Taylor DeLeo – Aye

Anthony Terebetsky - Aye

The motion carried

The following Resolution was read by Rick Silbon , moved for approval by Father Smith, seconded by Anthony Terebetsky. The motion carried.

27-January-2022

RESOLUTION 01-2022.02

A RESOLUTION AUTHORIZING WOODBRIDGE PUBLIC LIBRARY BOARD OF TRUSTEES TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS , N.J.S.A. 40A:11-11(5) authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and to enter into a Cooperative Pricing Agreement for its administration; and

WHEREAS, the Township of Woodbridge has established a Cooperative Pricing System (ID # 278TWCP) herein after referred to as the "Lead Agency", with other contracting units and has offered voluntary participation in a Cooperative Pricing System for vendors that provide HVAC Maintenance;

WHEREAS, the Township has certain products and services included in the System such as the advantageous pricing on HVAC maintenance; and

WHEREAS, the Board of Trustees would like to authorize the contract to join the Woodbridge Cooperative Pricing System in accordance with this Resolution.

NOW, THEREFORE BE IT RESOLVED BY THE WOODBRIDGE PUBLIC LIBRARY BOARD OF TRUSTEES as follows:

1. This resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Woodbridge Public Library Board of Trustees.
2. The Board hereby authorizes the contract to join the Township of Woodbridge Cooperative Pricing System.
3. Pursuant to the provisions of N.J.S.A. 40A: 11-11(5), the Library Director is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency and to execute any documents that may be required to join the Woodbridge Township Cooperative Pricing System.
4. The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey

ADOPTED:

I hereby certify that the above is a true and exact copy of the Resolution adopted by the Board of Trustees of the Free Public Library of Woodbridge at their Regular Meeting held on January 27, 2022.

FROM: Administration

Approved at the meeting of 27-January-2022

Frederick W. Silbon, Jr., Secretary

Roll call was taken for approval:

Qiana Davis - Aye

Carol Eberhardt - Aye

Isha Vyas - Aye

Rick Silbon – Aye

Father Smith – Aye

Ed Mullen - Aye

Taylor DeLeo – Aye

Anthony Terebetsky - Aye

The motion carried

The following Resolution was read by Monica Eppinger, moved for approval by Anthony Terebetsky, seconded by Rick Silbon. The motion carried.

PERSONNEL

January 27, 2022

APPOINTMENT

Appoint Ryan Gonzales, Library Page, Part time, 7 hours per week, \$13.00 per hour, Fords Branch, replacing Madeline Belmonte, effective 2/9/2022.

PROMOTION

Promote Wenda Rottweiler, Librarian 3, Main Library, to Librarian 4, Main Library, Full time, 35 hours per week, Salary \$ 100,745 annual, Provisional, pending CSC procedures, replacing Linda Cooper, effective 2/7/2022.

RESIGNATION

Anna Genovese, Library Associate, Main Library, Full time, effective 12/31/2021.

Madeline Belmonte, Monitor, Fords Branch, effective 10/15/2021.

Madelyn Mattis, Monitor, Main Library, effective 11/12/2021.

Raine Morales, Monitor, Main Library, effective 10/18/2021

A roll call was taken for approval:

Carol Eberhardt - Aye
Isha Vyas - Aye
Rick Silbon - Aye
Qiana Davis - Aye
Ed Mullen - Aye
Father Smith - Aye
Anthony Terebetsky – Aye
Taylor DeLeo - Aye
The motion carried.

Approval Of Bills

Bill Lists: The following Bill Lists were read and moved for approval by Carol Eberhardt, seconded by Ed Mullen. The motion carried.

Bill Lists - 01/27/2022

| | |
|----------------|---------------|
| Bill List - 01 | \$ 164,647.98 |
| Bill List - 02 | \$ 20,067.21 |
| Bill List – 03 | \$ 51,099.02 |
| | |
| TOTAL | \$ 235,814.21 |

A roll call was taken for approval:

Carol Eberhardt - Aye
Isha Vyas - Aye
Rick Silbon - Aye
Qiana Davis - Aye
Father Smith - Aye
Ed Mullen - Aya
Anthony Terebetsky – Aye
Taylor DeLeo - Aye
The motion carried.

Such matters as may come before the Board: None

Good and Welfare: Assistant Director Maryann Ralph mentioned the Winter Book Bingo that Fords librarian Ilyssa Weche designed for the entire library system.

Public Comments: None

CLOSED SESSION: None

Adjournment: A motion to adjourn the board meeting was made by Anthony Terebetsky; Carol Eberhardt seconded the motion. The meeting was adjourned at 7:24 p.m.