

**Trustees of the Lambertville Free Public Library**  
**Minutes July 14, 2020**  
**Lambertville Free Public Library**  
**6 Lilly St, Lambertville, NJ 08530 7PM**  
**Meeting was held Virtually via zoom**

The meeting of the Trustees of the Lambertville Free Public Library was called to order at 7:07 PM by Matt Larkin. In addition to Mr. Larkin present were Trustees, Paul Hamilton, Evan Straley, Jacqueline Sornstein, Stephanie Volmer, Karen Riedeburg, Amy Connely and Children's Librarian/Acting Library Director Jennifer Sirak.

In compliance with the open public meeting act, it was announced that this was the July meeting which had been published in *The Democrat* and filed with the City Clerk for posting on the bulletin board located in City Hall.

Matt Larkin was the host for the zoom meeting and explained how a zoom meeting works, including public comment.

**Presentation of the Minutes:** Minutes from the June 9, 2020 meeting were reviewed. On a motion by Matt Larkin and seconded by Amy Connely, the Board unanimously approved the June 9, 2020 minutes. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED.

**Treasury Report:** On a motion by Matt Larkin and seconded by Amy Connely, the Board unanimously approved the payment of bills as presented. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED.

**Director's Report:** Presented by acting Director Jen Sirak.

Re-opening Phase 4. Jen sent out a list of what has been done and what needs to be done. Looking for a software with a timer alert to assist with patron time limits. Magazines can be checked out like a book. Currently no newspapers. Report also includes hours. Comcast will provide us with better service for \$50 less a month with a business plan. Waiting on plexiglass screens and for Comcast to open.

Patron Covid Behavior policy- On a motion by Amy Connely and seconded by Paul Hamilton, the Board unanimously approved the Patron Covid Behavior policy. An affirmative voice vote was taken in favor of the motion by all members. MOTION CARRIED.

Doors- Lester will fix broken panes with plexiglass and will cover more vulnerable parts with additional plexiglass.

Elevator has been fixed.

Beacon- Jen has spoken to the company digitizing the Beacon and has clarified where we are in the project. We will continue to move forward with digitizing.

Instagram account has been set up. Virtual ALA was great.

**Trustee Committee Reports**

**Policy-** met before cancelled meeting. Plan to meet again.

5 year plan- governance is most pressing- clear checklist of legal obligations with director, review existing bylaws and policy, new patron behavior policy (turned over to Jen for review), FOL- gave MOU to Scott, waiting for him to review, simple and comprehensive new trustee training manual

**Finance-**has not met

**Community Relations-** still working on BLM statement

**Director Search Committee-** Got everything back from mayor, city, etc. Position posted. Do we need a deadline?

**Building and Grounds-** Went to City Council with building issues. Next step- get inspector and contractor to get bids

**Correspondence-** None. Evan reached out to Cindy about proclamation for Harold and Cindy- on next agenda for City

**Public Participation-**

City needs to update list of board Trustees

Grant application not submitted in time. Are we pursuing grants at this time? Grant writer suggested we wait until 2<sup>nd</sup> submission so we can have a stronger proposal

Is there a thought to adding outdoor activities? Library's main focus has been on materials; programming is down the line. We do not have staff to focus on activities.

**Adjournment:** A motion was made by Matt Larkin, seconded by Amy Connely, to adjourn at 8:31 PM. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted by Jacqueline Sornstein.