

Minutes January 11, 2022

The regular meeting of the Board of Trustees of the Runnemede Public Library was held on Tuesday January 11, 2022. The conference call meeting was called to order at 7:05pm. In attendance were, Mrs. Vasinda, Mrs. Jago, Mrs. Abrams, Mrs. Petrongolo, Mrs. Peshick, Mrs. Davidson and Mr. Laubenstein.
Absent was Mrs. Wallen

Mrs. Petrongolo read the public notice which is posted on the library website and in the Gloucester City News.

The Board went into the reorganization portion of the meeting. Reorganization notes are attached. A motion was made by Mrs. Petrongolo to go back to the regular portion of the meeting. Mrs. Peshick 2nd.

Minutes:

A motion was made by Mrs. Peshick to approve the minutes from the December 2021 meeting. Mrs. Abrams 2nd.

Treasurer's Report:

A motion was made by Mrs. Davidson to approve the Treasurer's Reports for December. Mrs. Petrongolo 2nd.

A motion was made by Mrs. Abrams to pay the contractual bills as they come due, Mrs. Petrongolo 2nd. Roll call vote: all ayes.

President's Report:

Mrs. Petrongolo hoped that everyone enjoyed the holiday and wished for everyone to stay safe and healthy during this new surge of Covid-19.

Director's Report:

Mrs. Vasinda reported on the recent surge of Covid-19 and the infection and exposure of library staff. This recent infection has prompted the library, along with all the County libraries to return to curbside services until about January 18th.

The Library policy will continue to enforce mask wearing, distancing and will continue the current disinfection routines when reopening.

Old Business

The amended budget for 2022 was presented for a second reading. A motion was made by Mrs. Davidson to accept the proposed budget. Mrs. Petrongolo 2nd. Roll call vote: all ayes.

There being no further business a motion was made by Mrs. Abrams to adjourn the meeting. Mr. Laubenstein 2nd. The meeting was adjourned at 7:25pm.

The next meeting is scheduled for **Tuesday, February 8, 2022 @7:00pm.**

Respectfully
Kathleen Vasinda, Secretary

Minutes March 8, 2022

The regular monthly meeting of the Board of Trustees of the Runnemedede Public Library was held on Tuesday March 8, 2022. The meeting was called to order at 7:05pm. In attendance were, Mrs. Vasinda, Mrs. Abrams, Mrs. Wallen, Mrs. Peshick, Mrs. Davidson and Mr. Laubenstein.

Absent were Mrs. Jago and Mrs. Petrongolo.

Mrs. Davidson read the public notice which is posted on the library website and in the Gloucester City News.

Minutes:

A motion was made by Mr. Laubenstein to approve the minutes from the January meeting. There was no February meeting. Mrs. Peshick 2nd.

Treasurer's Report:

A motion was made by Mrs. Peshick to approve the Treasurer's Reports for January and February. Mr. Laubenstein 2nd.

A motion was made by Mrs. Peshick to pay the contractual bills as they come due, Mr. Laubenstein 2nd. Roll call vote: all ayes.

President's Report:

Director's Report:

Mrs. Vasinda reported on several building items. Heating unit confusion, divots in the grass near the circular bed on the Wawa side of the building, trash in the dumpster enclosure that needs cleaning up. Mrs. Vasinda also reported on the AARP tax prep help the librarians are giving the community who do not have access to computers or emails to make their appointments.

Also discussed were the issues with a person who was looking to work in the library. It has resolved satisfactorily.

New Business

Amendment to the Trustee By-laws: Electronic Attendance to the Trustee meetings. First reading was tonight. Will be discussed again next month.

There being no further business a motion was made by Mrs. Abrams to adjourn the meeting. Mrs. Davidson 2nd. The meeting was adjourned at 7:24pm.

The next meeting is scheduled for **Tuesday, April 12, 2022 @7:00pm**

Respectfully

Kathleen Vasinda, Secretary

April 12, 2022

The regular monthly meeting of the Board of Trustees of the Runnemedede Public Library was on Tuesday April 12, 2022. The meeting was called to order at 7:05pm. In attendance were Mrs. Petrongolo (remote call in), Mrs. Abrams, Mrs. Wallen, Mrs. Jago, Mrs. Peshick, and Mrs. Davidson. Absent was Mr. Laubenstein.

Mrs. Petrongolo read the public notice.

Minutes:

A motion was made by Mrs. Abrams to approve the minutes from the previous meeting. Mrs. Wallen 2nd.

Treasurers' Report:

A motion was made by Mrs. Petrongolo to file the Treasurer's Reports and to pay the contractual bills as they come due. Mrs. Jago, 2nd. Roll Call vote, all ayes.

President's Report:

Mrs. Petrongolo mentioned the recent death of John W. Lewis, the youngest child of a former employee. The family has asked for donations to Children's Hospital in Philadelphia in lieu of flowers. A motion was made by Mrs. Wallen to send a \$50.00 donation to CHOP in memory of John W. Lewis. Mrs. Peshick 2nd. Roll call vote, all ayes.

Director's Report:

Library attendance has increased quite a bit in the past few weeks. The mask mandate has been lifted leaving the decision to individuals. There are still many people wearing them. The staff continues to keep surfaces and materials sanitized after each usage.

The library will be closed from April 15, through April 24 for Spring Break.

The staff is working on outreach to the schools and preparing for Summer Reading and a return to Story Hour in the summer.

Old Business

New Business

There being no further business, a motion was made by Mrs. Petrongolo to adjourn the meeting at 7:25pm. Mrs. Abrams 2nd.

**The next meeting of the Board of Trustees will be held on Tuesday May
10, 2022**

Respectfully submitted,
Mrs. Kathleen Vasinda
Secretary

Minutes

June 14, 2020

The regular monthly meeting of the Board of Trustees of the Runnemede Public Library was held on Tuesday June 14, 2022. The meeting was called to order at 7:05pm. In attendance were Mrs. Petrongolo, Mrs. Jago, Mrs. Abrams and Mrs. Wallen and Mrs. Vasinda. Absent were Mr. Laubenstein, Mrs. Peshick and Mrs. Davidson.

Mrs. Petrongolo read the public notice which is posted on the library website, the building hallway and the Gloucester City News.

Minutes:

A motion was made to approve the minutes from the April 2022 meeting by Mrs. Abrams. Mrs. Wallen 2nd. There was no quorum for May 2022.

Treasurer's Report:

A motion was made by Mrs. Jago to approve the Treasurer's Reports from April and May 2022. Mrs. Wallen 2nd.

A motion was made by Mrs. Jago to pay the contractual bills as they come due, Mrs. Petrongolo 2nd. Roll call vote, All Ayes.

President's Report:

Progress

Director's Report:

Mrs. Vasinda reported on the outreach project to the 3rd graders at Bingham and Downing Schools. The Summer Reading Kick-Off is set to begin on June 27, 2022. The library will be closed for staff vacations the week of June 20th.

The theme of the Summer Reading program theme for this year is Oceans of Possibilities.

New Business:

A motion was made by Mrs. Petrongolo to hire Madeleine Renaud as a permanent part-time employee at \$13.00 hour. Ms. Renaud has been a volunteer in the library for the past year. She will continue to work approximately 9 hours a week. Mrs. Abrams 2nd. Roll call vote, all ayes.

There being no further business a motion was made by Mrs. Abrams to adjourn the meeting. Mrs. Jago 2nd.

The next meeting is scheduled for Tuesday July 12, 2022 at 7:00pm.

Respectfully submitted,

Kathleen Vasinda
Secretary

Minutes

September 13, 2022

The regular monthly meeting of the Board of Trustees of the Runnemedede Public Library was held on Tuesday September 13, 2022. The meeting was called to order at 7:05pm. In attendance were Mrs. Jago, Mrs. Abrams, Mr. Laubenstein, Mrs. Davidson, and Mrs. Vasinda. Absent were Mrs. Petrongolo, Mrs. Peshick and Mrs. Wallen.

Mrs. Jago read the public notice which is posted on the library website, the building hallway, and the Gloucester City News.

Minutes:

A motion was made to approve the minutes from the June 2022 meeting by Mrs. Abrams. Mrs. Jago 2nd. There was no quorum for July 2022 and no regularly scheduled meeting for August 2022.

Treasurer's Report:

A motion was made by Mrs. Davidson to approve the Treasurer's Reports from June, July, and August 2022. Mr. Laubenstein 2nd.

A motion was made by Mrs. Abrams to pay the contractual bills as they come due, Mrs. Jago 2nd. Roll call vote, All Ayes.

President's Report:

Progress

Director's Report:

Mrs. Vasinda reported on the success of the Summer Reading Program. The theme was Ocean's of Possibilities. Preschool Story Hour was offered along with crafting for the elementary students and a Middle School Book Club.

Outreach to the schools, Third grade activity bags, Back to School Barbecue, and National Night Out has resulted in 75 new families signing up for library cards.

It is with regret that I have accepted the resignation of one of the library's cherished part-time employees. Life and continuing education are taking her away from Runnemedede. We wish her every happiness and success in her future endeavors.

Since we last met there have been a few building issues; loss of air-conditioning, repair needed on an exit sign by the back door and some homeless people in the park on the wawa side of the building. All has been repaired and handled expeditiously.

New Business:

A motion was made by Mrs. Abrams to re-hire Mr. Keith Drebit to fill a full-time position that has been open for some time and to hire Mrs. Mechelle Salas as a part-time floating employee. Both will start at \$14.00 an hour. Mrs. Davidson 2nd. Roll call vote, all ayes.

There being no further business, a motion was made by Mrs. Abrams to adjourn the meeting. Mrs. Davidson 2nd. The meeting was adjourned at 7:40pm

The next meeting is scheduled for Tuesday October 11, 2022 at 7:00pm.

Respectfully submitted,

Kathleen Vasinda
Secretary

Minutes

November 8, 2022

The regular monthly meeting of the Board of Trustees of the Runnemede Public Library was held on Tuesday November 8, 2022. The meeting was called to order at 7:00pm. In attendance were Mrs. Jago, Mrs. Abrams, Mrs. Davidson, and Mrs. Vasinda, Mrs. Peshick, Mrs. Wallen, Mr. Virtue, and Mrs. Petrongolo (remotely). Absent was Mr. Laubenstein.

Mrs. Jago read the public notice which is posted on the library website, the building hallway, and the Gloucester City News.

Minutes:

A motion was made to approve the minutes from the September 2022 meeting by Mrs. Davidson. Mrs. Jago 2nd. There was no quorum for October 2022.

Treasurer's Report:

A motion was made by Mrs. Davidson to approve the Treasurer's Reports from September and October 2022. Mrs. Peshick 2nd.

A motion was made by Mrs. Abrams to pay the contractual bills as they come due, Mrs. Jago 2nd. Roll call vote, All Ayes.

President's Report:

Progress

Director's Report:

Mrs. Vasinda reported on the activities that are happening at the library. The Fall Reading Challenge, Book Club and Saturday Books and Crafts. The library is also hosting a Holiday Village challenge.

New Business: A motion was made by Mrs. Abrams to leave the public portion of the meeting and go into closed session. Mrs. Davidson 2nd.

**** Entered Closed Session at 7:15pm.**

Discussion included amendments to the Runnemede Public Library Wage and Salary Plan and the Runnemede Public Library Personnel Reference Manual to reflect the changes to the NJ EARNED SICK LEAVE LAW.

**** Closed Session ended at 8:15pm.**

A motion was made by Mrs. Abrams to go back into the regular portion of the meeting at 8:15 pm. Mrs. Davidson 2nd.

**** Regular meeting resumed at 8:15pm.**

*A motion was made by Mrs. Abrams to amend the 2021 Runnemede Public Library Wage and Salary Plan to adjust for the Governor's change in the minimum wage and to adjust for inflation. Mrs. Jago 2nd. Roll call vote: all ayes.

*A motion was made by Mrs. Abrams to amend the Runnemede Public Library personnel reference manual to reflect the implementation of a PTO policy to meet the NJ Sick Leave Policy. Mrs. Jago 2nd. Roll call vote, all ayes

*The 2023 budget was presented for a first reading. It will be approved at the next meeting if there are no changes.

*A motion was made by Mrs. Peshick to approve the traditional holiday gift to the library employees. Mrs. Abrams 2nd. Roll call vote, all ayes.

There being no further business, a motion was made by Mrs. Davidson to adjourn the meeting. Mrs. Peshick 2nd. The meeting was adjourned at 8:50 pm.

The next meeting is scheduled for Tuesday December 13, 2022, at 7:00pm.

Respectfully submitted,

Kathleen Vasinda, Secretary

Minutes

December 13, 2022

The regular monthly meeting of the Board of Trustees of the Runnemedede Public Library was held on Tuesday December 13, 2022. The meeting was called to order at 7:05pm. In attendance were Mrs. Jago, Mrs. Abrams, Mrs. Peshick, Mrs. Wallen, Mr. Laubenstein, Mrs. Vasinda, and Mrs. Petrongolo (remotely). Absent was Mrs. Davidson.

Mrs. Jago read the public notice which is posted on the library website, the building hallway, and the Gloucester City News.

Minutes:

A motion was made to approve the minutes from the November 2022 meeting by Mrs. Abrams. Mrs. Wallen 2nd.

Treasurer's Report:

A motion was made by Mr. Laubenstein to approve the Treasurer's Reports from November 2022. Mrs. Wallen 2nd.

A motion was made by Mrs. Abrams to pay the contractual bills as they come due, Mrs. Jago 2nd. Roll call vote, All Ayes.

President's Report:

Progress

Director's Report:

Mrs. Vasinda reported on the various activities happening at the library and updated the Board on the current Museum Pass program. A language software subscription and pricing were discussed (Rosetta Stone is no longer available from the State Library).

Old Business

A motion was made by Mrs. Jago to approve the budget for 2023 on the 2nd reading. Mrs. Abrams 2nd. Roll call vote: All ayes.

There being no further business, a motion was made by Mrs. Abrams to adjourn the meeting. Mrs. Peshick 2nd. The meeting was adjourned at 7:30 pm.

The next meeting is scheduled for Tuesday January 10,2023 at 7:00pm. This meeting will be the re-organization meeting.

Respectfully submitted,

Kathleen Vasinda, Secretary