

Trustees of the Lambertville Free Public Library
Minutes May 26, 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 7:02 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 Jennifer Sirak.

In compliance with the open public meeting act, it was announced that this was an added May 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 May 12, 2020 meeting were reviewed. On a motion by Matt Larkin and seconded by Amy Connely, the Board unanimously approved the May 12, 2020 minutes with Amy Connely abstaining. 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.

Tech- We are making some progress. SIP has gone one week without crashing. We can get a Cloud version of surpass for \$500 annually which will address some issues but internet needs to be dealt with first.

Building Issues- Bird's nest issue has gotten worse and now in addition to nesting in the eaves some birds have found their way into the library. Perhaps they too have exhausted their materials and are looking for more to do in quarantine. The front porch railing is so loose that it should not be used. The Lily Street back porch is deteriorating to the point where everything needs to be roped off with caution tape outside of the stairs. The side porch with the ramp is looking pretty sad. A patron has offered to donate power washing. In addition, if we approve, for \$1000 patron will scrape and paint porch. Board will need permission from city before we can approve work. While the city is looking into potential plans for a new building, etc, those will take years. Condition of the library is rapidly deteriorating and issues need to be addressed as portions of the library are currently unsafe.

Resident that has taken to staying on side porch of library has been asked to leave.

Re-Opening of Library: We are good to move to Phase 2 of the library re-opening plan which will allow limited staff in the library. They will be asked to carry in/carry out all food and beverage items. Water cooler will be off limits. Next step will be Phase 3 which will include curbside pick up. Need Governor approval and staff training to move to Phase 3.

We may need a library zoom account

Cleaners- Matt suggests a meeting to walk the cleaners through the building. Jen has the check list the city uses for their building and can use that to build a list for the library.

Programming- Library doesn't currently have a set up for virtual programming. May talk to the Birdhouse about having them do something for Bouncy Book Time.

Correspondence: There are 2 Director's training courses Jen Sirak is interested in. One is \$100 and one is \$50. Also, since she attended the ALA meeting earlier this year she can attend the virtual one in June for \$60.

Library Director: Jacqueline sent out by-laws. Nothing really addresses staff expectations, roles and responsibilities, chain of command, or any personnel policies. Karen has been looking at ALA and there is much information including personal policies we can adapt to be our own. Reviewed job description for Library Director.

Budget: Currently operating at a deficit which needs to be addressed.

Public Participation-

Lt. Robert Brown- Resident has been told not to trespass on library property and next call will have resident arrested. Library staff needs to be consistent with message; resident is not allowed to live on library porch, needs to contact police and allow them to deal with the situation.

Sue Bacorn- Expressed concern over amount proposed for Library Director salary and how it will effect current library staff members.

Adjournment: A motion was made by Matt Larkin, seconded by Amy Connely, to adjourn at 8:49 PM. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted by Jacqueline Sornstein.