

Trustees of the Lambertville Free Public Library
Minutes April 28, 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, Amy Connely, Jacqueline Sornstein, Stephanie Volmer, Children's Librarian Jennifer Sirak and Library Director Harold Dunn. Absent was Evan Straley.

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

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

Oath of Office: Karen Riedeburg was sworn in with an oath of office to fill the seat vacated by Emily Carone. The Board welcomes Karen as the newest member and looks forward to working with her!

Correspondence: The board has been corresponding with the city attorney over requirements for the library director.

Library Director: Need to develop a hiring plan. Board has decided to create a search committee with Matt Larkin, Stephanie Volmer and Karen Riedeburg to develop hiring plan. Harold's last day is May 1, 2020. Committee needs to get input from library staff. At this point, board is probably not ready for a consultant. Harold has provided a job description for the library director position and has compiled a list of passwords, etc that he will give to Jen Sirak.

Plan to re-open Library: Plan for re-opening will need to include training for staff on policy and procedure. Amy Connely and Jen Sirak will lead the committee on re-opening the library. Board will reach out to staff to discuss re-opening and plans for new library director. Employees will be reassured that library is not closing and jobs are secure. A new office manager was hired but never had the chance to start as library had closed. Jen Sirak will be the managing director of the library while we are in the process of hiring a new director.

Public Participation-

Payroll- Sue Bacorn will needs to know what to pay employees for May. We will continue to use the March schedule

Cash receipts- we ned to close out cash for March and bring it up to date but there is no urgency to this so this can wait until library re-opens.

Adjournment: A motion was made by Matt Larkin, seconded by Amy Connely, to adjourn at 8:28 PM. An affirmative voice vote was taken in favor of the motion by all members present. MOTION CARRIED.

Respectfully submitted by Jacqueline Sornstein.