



Board of Trustees Meeting
Minutes of Meeting on April 15, 2021

I. Call To Order: Meeting was called to order via video conferencing at 7:01 PM by President Dr. Ribner.

II. Roll Call/Attendance

- a. Library Trustees Present: President Dr. Jeff Ribner, Secretary Emilie Chang-Jackson, and Trustees Paul Del Rosso, Melissa Lawson, Dr. Jen Musa, and George Snyder, Jr. Trustee Elizabeth Rivera joined at 7:04pm.
- b. Library Trustees Excused: Trustee Jo Whitney
- c. Library Trustees Absent: NA
- d. Library Staff Present: Library Director Seth Jacobus

III. Approval of meeting agenda for April 15, 2021 meeting

MOTION: Dr. Musa motioned to approve the agenda for the April 15, 2021 meeting. Seconded by Trustee P. Del Rosso. Motion carried.

YES: 6/6; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, and George Snyder, Jr.

NO: 0/6

IV. Period of Public Expression: NA



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V. Approval of minutes from March 18, 2021 meeting

MOTION: Trustee Dr. Musa motioned to approve the minutes from the March 18, 2021 meeting. Seconded by Trustee M. Lawson. Motion carried.

YES: 6/6; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, and George Snyder, Jr.

NO: 0/6

VI. Manifest #11

MOTION: Trustee P. Del Rosso motioned to approve Manifest #11. Seconded by Trustee M. Lawson. Motion carried.

YES: 6/6; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, and George Snyder, Jr.

NO: 0/6

VII. Financial report: Reviewed the financial reports through March 2021. The revenues through March 2021 were \$1,327,120.30 and expenses were \$1,332,453.49. The library fund through March 2021 was \$1,633,424.56.



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MOTION: Trustee M. Lawson motioned to approve the financial reports through March 2021. Seconded by Trustee P. Del Rosso. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**

VIII. Old Business

- a. Board Member Vacancy: The board has tabled this until May.

- b. Construction Grant 2022: The board discussed applying for the 2022 construction grant and using the funds to renovate the Scott Room and the associated bathroom.

MOTION: Trustee Dr. Musa motioned to approve applying for the 2022 construction grant to renovate the Scott Room and the associated bathroom. Seconded by Trustee E. Chang-Jackson. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**



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- c. Summer Newsletter - Review: The staff at both the George F. Johnson Library and Your Home Public Library are working on designing a smaller version of the summer newsletter. More information regarding the postage expense will be available at the next regularly scheduled board meeting in May.

- d. Progress of Construction Grant Projects: Director Jacobus provided an update on the status of the roof repair, the handicap accessible door operator, and the security system cameras.

- e. Page Vacancies: Director Jacobus requested permission to interview and hire up to two candidates for the page position without waiting for board approval at the May meeting to encourage timeliness of the process.

MOTION: Trustee G. Snyder, Jr. motioned to approve Director Jacobus' request to hire up to two pages without waiting for board approval. Seconded by Trustee M. Lawson. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**

IX. New Business



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- a. Tax Cap Document-Review: Director Jacobus distributed the tax cap form that was filed with the state for the board's review. No vote is needed.

- b. National Library Week Responses-Review: Director Jacobus informed the board about the community responses to National Library Week. Trustee Dr. Musa was delighted about the library's interaction with the public and the good responses the library received, saying "it was well done, cohesive, and very professional."

X. Other Business: NA

XI. Motion to Enter Executive Session:

MOTION: Trustee P. Del Rosso motioned to enter executive session at 7:31pm. Seconded by Trustee Dr. Musa. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**

Executive session entered.



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MOTION: Trustee Dr. Musa motioned to exit executive session at 8:57pm. Seconded by Trustee M. Lawson. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**

Executive session exited.

XII. Adjournment

MOTION: Trustee Dr. Musa motioned to adjourn at 8:58pm. Seconded by Trustee M. Lawson. Motion carried.

**YES: 7/7; President Dr. Ribner, Secretary Emilie Chang-Jackson, Trustees Paul Del Rosso, Melissa Lawson, Dr. Musa, Elizabeth Rivera, and George Snyder, Jr.
NO: 0/7**

Emilie Chang-Jackson, Secretary

Date