

Metuchen Public Library
Emergency Board of Trustees Meeting
7 pm, Tuesday, May 25, 2021

Samina Ali opened the meeting in accordance with the Open Public Meetings Act at 7:15 pm. In attendance were Hsi Hsi Chung (Library Director), Samina Ali (President), Spencer Dreher (Vice President), Caitlin Mollison (Treasurer), Kellie Davideit (Secretary), Maureen Cozine (member), Brian Hajjar (member), Liz Waldron (member), Carol Gaffney (Superintendent's representative) was absent. Linda Koskoski (Council Liaison) joined the meeting for the executive session.

This meeting was held by Zoom video conferencing with a dial-in option for the public.

Public Session

Samina invited comments from the public. No members of the public were present on the call.

Library Construction Bond Act grant

At the Metuchen Borough Council meeting on May 24, 2021, the Council reviewed and approved Resolution 2021-148, granting permission for the submission by the library of the New Jersey Library Construction Bond Act grant application (Phase II) in the amount of \$3,245,980, 50% of which will be provided by grant funds, and 50% of which will be provided by matching funds.

Samina made a motion to approve Resolution I of the grant application, authorizing permission by the library board for the Metuchen Public Library to apply for this grant project in the amount of \$3,245,980. Maureen seconded the motion and all present approved.

Liz made a motion to approve Resolution Certification of Matching Funds as edited. The resolution states that the library will participate with the Borough to provide 50% match for this project to any awarded grant funding through the New Jersey Construction Bond Act grant program. Caitlin seconded the motion and all present approved.

The board also reviewed and discussed the "Sources of Funds" document needed for the grant application.

Part-time bookkeeper job description

The board reviewed and edited the bookkeeper job description. Liz made a motion to approve the updated job description. Brian seconded the motion and all present approved.

Executive session

Liz made a motion at 8 pm to close the public session of the meeting and move into closed executive session to discuss a personnel matter. Samina seconded the motion and all were in favor. At 8:57 pm Liz made a motion to move back into open session. Samina seconded the motion and all present approved the motion.

Adjournment

Liz made a motion to adjourn the emergency meeting; Kellie seconded and all were in favor. Meeting adjourned at 8:58 pm.

Respectfully submitted by Kellie Davideit, Secretary, June 3, 2021.