North Brunswick Free Public Library
Board of Trustees
Minutes of Meeting

A meeting of the Library Board of Trustees was held on September 26, 2018 in
the library conference room.

Present
Denise Kusic, John Willard, Matthew Almeida, Christine Braccino,
Bruce Trattler and Zoltan Braz, Library Director

Absent
Mayor Mac Womack, Kathy Goundrey, Alberta Paladin and Ann Rosenzweig

Call to Order
A quorum being present, the meeting was called to order by Bruce Trattler,
President at 7:09PM.

Sunshine Laws
Requirements of the NJ Sunshine Laws have been met. Notices were sent to the
Home News Tribune, The Sentinel, and the Star Ledger. Receipts are on file in
the office of the Township Clerk.

Minutes of the Previous Meeting
A motion was made to approve the minutes of the August meeting.
Motion: Christine Braccino
Second: Denise Kusic
Approval: Unanimous

Treasurer's Report
See attached.
Treasurer asked for clarity concerning the yearly audit.

Correspondence
Nothing new to report.

Director's Report
See attached.

Committee Reports:

Personnel and Salary
Director Braz reports he has designed a probationary evaluation form for new
hires to be completed before their first 90 days of employment has expired. Mr.
Braz states all staff must take sexual harassment training mandated by the township.

**Contract Negotiations**
As of January 1, 2019 staff will get a pay increase of 2.5% as per the collective bargaining agreement.

**Budget and Finance**
Yearly Auditor’s report was given to all trustees in attendance by Mr. Braz.

**Building and Grounds**
New feminine hygiene dispenser was placed in the female restroom items may be purchased for $0.25.

**Friends of the Library**
First meeting was held on Monday, September 24, 2018. Open House will be on Saturday, October 27, 2018 for three hours.

**Fundraising**
President Trattler suggests the Library Foundation should function as the main source of future fundraising events.

**Strategic Plan**
Director Braz introduced the strategic plan for the North Brunswick Library (2019-2021). Christine Braccino discussed the goals which were outlined in the plan.

**New Building**
Meetings and future discussions to be arranged with lovino architects, Zoltan Braz, Kathryn Monzo, Mayor Womack and Bruce Trattler.

**Old Business**
Board of Trustees discussed the results of the community survey which the director issued to the North Brunswick library patrons.

**New Business**

**Food & Drink Policy**
A motion was made to approve a Food & Drink Policy
Motion: Johnnie Willard
Second: Matthew Almeida
Approval: Unanimous

**DVD Circulation Policy**
A motion was made to approve the revision of the DVD Circulation Policy
Motion: Denise Kusic
Second: Christine Braccino
Approval: Unanimous

2018-2019 Budget
A motion was made to approve the 2018-2019 Final Budget
Motion: Matthew Almeida
Second: Denise Kusic
Approval: Unanimous

Payment of Bills
A motion was made to approve the payment of the August bills (list attached)
Motion: Johnnie Willard
Second: Matt Almeida
Approval: Unanimous

Public Hearing
Ann Marie C. shared words of encouragement regarding the strategic plan.

Announcements
Nothing new to report

Adjournment:
A motion was made to adjourn the meeting at 8:42 pm
Motion: Matthew Almeida
Second: John Willard
Approval: Unanimous

Prepared and submitted for approval by John Willard

Johnnie Willard