

**MOUNT ARLINGTON PUBLIC LIBRARY MEETING MINUTES**  
**June 9, 2020**

**Call To Order**

Meeting was called to order at 7:03 pm.

**Members Present**

Monica Rowland, School Superintendent, Mayor Michael Stanzilis, Jack Delaney, Mayor's Alternate, Tina Mayer, Library Director, John Driscoll, Sheila Studint, Ana ven den Hende, Anna Travers, Jackie Coy (present at 7:15pm), Nita Galate, Lisa McQuade.

**Approval of the Minutes**

Motion to approve the minutes of the May12, 2020 Library Board of Trustees Meeting: Minutes approved.

**Financial Reports/ Bill Lists/ Statistics**

Motion to approve the June 2020 Bill List. June 2020 Bill List approved.

John Driscoll reports that the Borough Administrator is to provide quarterly statements so that we can determine our accurate budget.

No statistics report for May due to Covid 19 Closure Order.

**Library Director's Report**

Tina Mayer is able to issue library cards and able to access circulation.

Twelve (12) patrons has difficulty accessing materials. Tina Mayer was able to access circulation desk and assist them. Three (3) library cards were issued to new patrons.

Miss Jessica will offer Virtual Storytime on June 16, 2020 and a Virtual Craft will be added in a few days as well as a Virtual Writer's Forum for adults.

In April, 2020, 205 individuals visited the website. In May 2020, 445 individuals visited the website.

Tina Mayer is working on a re-opening plan in several phases. A draft was provided to the Trustees and to the Borough of Mount Arlington for input.

Anna ven den Hende reccomends posting additional events.

### **Committee Reports**

Finance- John Driscoll reported above awaiting quarterly statements from Mount Arlington Borough Administrator.

Personnel -Anna Van den Hende distributed proposed Personnel Manual and Policies. Motion to table discussion of the proposed Personnel Manual and Policies is passed.

Library Use- Sheila Studint reports that a protocol must be in place for computer use by patrons before library reopens to the public. Monica Rowland expects guidelines from State on computer use for schools in Mid-June. Monica Rowland believes library needs to plan for each phase as the Governor's Orders continue to open up the State.

Room use open to the public but no political groups. The library needs the Library Use Committee to establish written rules concerning use of different rooms. Tina Mayer recommends proper signage.

Senior Yoga Program will be held via Zoom and will be available on the library website. Mayor Stanzilis has two yoga instructors ready to instruct. The Borough of Mount Arlington will use their platforms and it will also be posted on the library website.

Mayor Stanzilis wants the library to add as many programs virtually as it will be some time before the library fully reopens. Virtual programs will continue after the library reopens for patrons that cannot get to the library.

Link to the Lake Hopatcong Foundation should be added to the library website and a public speaking event is another possible library program.

Tina Mayer is working on another Virtual Bookclub with two(2) separate Zoom for each of the two books chosen from March.

### **Unfinished Business**

None.

### **New Business**

No new business.

Nita Galate recommends a bulletin board or chat room on website and a gardening program.

### **Public Presentation to or Discussion with the Board**

Members of the public addressed the Board of Trustees.

**Adjourn**

Meeting adjourned, 8:11 p.m.

Respectfully submitted by Lisa McQuade, Secretary.

Minutes Approved at the 7/14/20 meeting of the Library Board of Trustees.