

Meeting of the Board of Trustees
Wednesday, May 14, 2025 @ 7:00 PM
AGENDA

EXPLANATORY NOTE REGARDING PUBLIC COMMENTS

When invited to speak, please clearly state your name and address, spell your last name. Whenever an audience member reads from a prepared statement, please give a copy to the Board Secretary or only the fact that you spoke will appear in the written meeting minutes. Please try to limit your comments to approximately 3 minutes in order to permit all to be heard. Please also turn off all cell phones. Thank you.

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| I. Call to order | Ms. Sanders |
| II. Open Meetings Compliance Statement | Ms. Sanders |
| III. President's Remarks | Ms. Sanders |
| IV. Director's Report | Ms. Behr-Shields |
| V. Consent Agenda | Resolution |
| <i>The following items listed under consent agenda will be approved by one motion without discussion of the specific items. If a Board member wants to discuss an item or would prefer an individual motion, they simply request that the item be removed from Consent. For planning purposes, it would be helpful to contact the Director or Board President prior to the meeting to remove an item from the Consent Agenda.</i> | |
| Acceptance of Minutes for Apr. 2025 Board Meeting | |
| Director's Report | |
| Finance: Approval of Bills - April 2025 | |
| VI. Reports: | |
| Mayor's Representative | Ms. Amundson |
| VII. New Business | |
| Library Foundation - Solar Panels | Discussion |
| VIII. Old Business | |
| Elevator Modernization | Amended Resolution |
| Furniture Project | Design Committee |
| Rules of Conduct Policy | Policy Committee |
| Outdoor Seating Policy | Policy Committee |
| Outdoor Seating Signage | Building and Grounds Committee |
| IX. Open Meeting to the Public | |
| X. Adjournment | |

NEXT MEETING: Wednesday, June 11, 2025 @ 7:00 PM
Please notify Amy Behr-Shields (908-277-9455 or abs@summitlibrary.org) if unable to attend.

The SUMMIT FREE PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING

April 9, 2025

CALL TO ORDER: President Nina Sanders called the meeting to order at 7:00 PM in the Hickok Meeting Room. Present were Jim Fleischmann, Chintan Shah, Christina Amundson, Celia Colbert, Jill Mills, Rachel Kramer, Claire Toth, Amy Behr-Shields and Lori Wuest.

COMPLIANCE STATEMENT: In compliance with the Open Public Meetings Act, a statement was read that due notice of this meeting had been given in accordance with the law.

PRESIDENT'S REMARKS: Ms. Sanders welcomed everyone to the meeting.

DIRECTOR'S REPORT: Ms. Behr-Shields reported that the Friends of the Library held their Giant Jewelry Sale on April 4th and 5th, raising approximately \$19,700. She also noted that on March 14, the President of the United States signed an Executive Order calling for the elimination of the Institute of Museum and Library Services (IMLS), which provides federal funding to state libraries. New Jersey received \$4.5 million from IMLS, which the State Library used to support programs such as the Talking Book and Braille Center, statewide databases, and JerseyConnect. Additionally, Ms. Behr-Shields mentioned that Baker & Taylor is experiencing delays with certain publishers, resulting in popular items being back-ordered. As a result, the library has opened an account with Ingram. She also shared that the library has created the new Tween collection, designed to better serve readers in the transitional age group between children's and young adult materials.

CONSENT AGENDA: Ms. Sanders asked if there were any comments, concerns, or questions regarding the Consent Agenda.

Ms. Amundson moved and Mr. Fleischmann seconded the motion to approve the Consent Agenda items: 1) Acceptance of the Minutes, as amended, for March 2025 Board meeting, as amended 2) Director's Report, 3) Finance: Treasurer's Report, 4) Approval of Bills April 2025 Bill List 3/13/2025-4/09/2025 Regular Budget \$39,736.13, Special Checking Account \$2,315.28, Manley Winder Account \$1,200.00 and March 2025 Bank Reconciliations.

REPORTS: Mayor's Representative Ms. Amundson had no new updates.

NEW BUSINESS:

NJSL Rev 250 Grant- The Library submitted an application for the New Jersey State Library's REV 250: *Examining the Semiquincentennial through a Jersey Lens* grant. This grant would provide funding to digitize the library's collection of city directories, which are currently kept in the storage room. Ms. Colbert moved to approve the resolution to approve the application, and Ms. Kramer seconded the motion. The motion passed.

Elevator Modernization- The elevator in the library is 27 years old, and the Library is seeking to modernize it in partnership with TKE Elevator, using funds from the Library's Capital Plan. Ms. Amundson moved, and Mr. Shah seconded, a motion authorizing the Library Director to send a memo to the City of Summit's Purchasing Agent recommending a contract with TKE Elevator for the modernization project. The motion passed.

Regarding the resolution of the amended Capital Plan, Ms. Amundson moved, and Mr. Fleischmann seconded, approval of the amended Capital Plan to include the proposed library expenditures. The motion passed.

OLD BUSINESS:

Strategic Work Plan- Ms. Behr-Shields presented the status towards the various projects from the library's 2025 Strategic Plan.

OPEN MEETING TO THE PUBLIC: Mr. Sanders opened the meeting to the public.

ADJOURNMENT: Ms. Amundson moved to adjourn the meeting. Ms. Mills seconded the motion. The meeting adjourned at 8:15 PM.

Respectfully submitted,



Rachel Kramer,
Secretary