The meeting was called to order at 6:30 pm by Board President, Marie Onorevole.

**Sunshine Statement**: This meeting has been posted in accordance with the Open Public Meetings Act, in the officially designated newspapers and The Library.

**Roll Call:**

* Marie Onorevole, President and Alternate to the Superintendent
* Ray Furman, Treasurer
* Bronwyn Springer, Secretary
* Emily Kullmann, Trustee at Large
* Emanuel Friedlander, Council Liaison
* Scott Davan, Library Director

**Absent:**  Laurie Schorno, Vice President; Carol Tauber, Trustee at Large; JoAnn Claps, Alternate to the Mayor

**Also Present:** Isabelle Avigliano

**Agenda Approval:**  Agenda approved as written

**Approval of Minutes:** Motion to approve April minutes made by Marie; seconded by Ray. Motion carried.

**Treasurer’s Report:** Motion to approve bills accrued in May in the amount of $41,873.63 made by Ray; seconded by Bronwyn. Motion carried.

**President’s Report**

**From the Schools**:

1. Good luck Dr. Macones ~ Welcome Ms. Rivera as Principal of Birchwood School

Rockaway Township School District

 May 1, 2025

 <https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/1490/Rockaway/5599262/Welcome_Maria_Rivera.pdf>

1. Education Matters: Volume 9 May 16, 2025

Superintendent’s Message as well as updates from Dept of Human Resources,

Dept of Curriculum and Instruction, Dept of Student Services, and all 6 schools

<https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/1490/Rockaway/5657534/24-25__RTSD_Newsletter_V9_5.16.pdf>

Print copies provided to the Trustees and the Director.

**To the Board:**

1. Hibernia Grant Update

The second round of the process was completed on May 15th at the Hibernia Branch. Scott, Bronwyn, and I met with 5 members of the Grant Review Board. The Grant Board members were pleased with the level of commitment the RT Library has shown to the community regardless of circumstances going on around us. Despite challenges, the Hibernia Branch has continued to serve the patrons and residents.

1. New Jersey Library Trustee Association provides ongoing opportunities for Trustee training and webinars. Please be aware of these opportunities shared in the NJLTA email newsletter. It is the responsibility of Trustees to stay informed and current with changes in legislation and national/state policies.

Please note there in an invitation to join a Research Study on Public Library Trustees called *The Trustee Project.* The link to join can be found in the April 14, 2025, email newsletter.

1. Spring Festival 2025

The festival was a huge success! There was a steady stream of visitors the entire time. We send out a Thank you to Dr. Corbett and the RT Board of Education for their cooperation and support providing 2 District buses shuttling visitors to and from the Copeland Middle School parking lot. Working together we can accomplish great things for our community!

**To the Staff:**

Thank you for the enthusiastic support for the Spring Festival 2025! Many staff members went above and beyond to facilitate the preparations for the big event, as well as participating in the fun.

Kudos to our Director Scott, the Staff, the Friends of the Library, and the Trustees, for a job well done!

**Director's Report**

**IMLS Update –** State Librarian announced 50% of funding has been guaranteed for 2025. Federal judge issues injunction to restore Institute of Museum and Library Services.

**Delivery Taskforce** – Committee has been selected and our first meeting is in early June, after the LLNJ Town hall meeting on delivery and before the Membership meeting on June 18th where the budget will be voted on. Delivery costs still up in the air for many reasons.

**NJLA** – I’ve registered for NJLA and will be attending on Friday, May 30th. Other Librarians attending as well.

**Job Announcements** – The job announcements for Head of Youth Services, Youth Services Librarian Full Time, and Youth Services Librarian Part Time have been announced. Applications are being submitted.

**New Copier/Printer** – After 15 years our public photo copier/printer has died. We purchased a new one from Kyocera via our Copier Maintenance Company. The new machine is installed and functioning while we await our Jaymex coin/cash release station. Staff are taking copy fees by hand.

**Koha Problems** – We continue to have Koha problems and MAIN continues to interface with ByWater Solutions to solve our issues.

**Union Agreement** – Howard has written up the contract and we’re waiting on the final review before signatures and implementation.

**Hibernia Grant Update** – We hosted the onsite walk through this past week (Thursday, May 15th) and it was very well received. Our next meeting is with the full review board on Monday, June 9th, when we will present the final required 5–7-minute Power Point. The walk through went well and I believe we have a very strong change of receiving the grant.

**Spring Festival** – It was another great event with attendees traveling from as far as East Stroudsburg, PA. We estimate 3,500 attendees. Strong winds caused issues but no one was hurt. We learned a lot in anticipate of next year should we use the whole parking lot again. Ray suggested that we form a committee to help with the preparations next year.

**Bach to Rock** – Reached out to express interest in holding summer concerts again this year.

**Department Reports**

**Adult Services Report**

**Youth Services Report**

**Children’s Department**

April programs for children and families included Storytime, Babytime, Move & Groove with Miss Jolie, Play-Doh playtime, Family Jam with Miss Jolie, and Pokemon Trading Club. All were well attended.

How to Draw Pokemon with Leah for grades 4-8 was very popular. Leah also did a Mother’s Day craft for children.

Picatinny Kindergarten returned in April for a Storytime and craft. Hibernia continues to offer weekly crafts for children. Cody and his owner visited for Read to a Dog for children.

We are in the midst of planning for Summer Reading. Summer reading will include Storytimes and performers such as Conrad the Magician, Miss Jolie, and Leah in addition to many others.

**Teens**

We have rescheduled the Red Cross Babysitting program for July 16. The training program is for ages 11-15 and will include CPR certification.

Teen summer volunteer applications are available in the library, at Copeland School and online. We are now receiving applications for summer volunteering so that the teens can fulfill their community service requirements.

Darlene Steinhart

Head of Youth Services

**Foundation Report**

The Foundation collected $60.00 at the Festival. They plan to hold a meeting soon.

**Old Business**

**Bathroom Renovation Committee**

Laurie, JoAnn and Marie form the committee together with Scott. A meeting will be scheduled this month at which they will review the two architectural proposals that have been submitted.

 **New Business**

**Resignation**

The Board accepts with regret the resignation of Corrine Rasmussen whose dedication to the Library will be missed. Corrine will leave at the end of May. We wish her every success in her new full-time position.

**Public Portion of the Meeting**: No comments made by the public.

**Closed Session – Discussion of Personnel Matters**

Ray made a motion to move into closed session to discuss personnel matters. Marie seconded. Motion approved.

Marie made a motion to come out of closed session. Ray seconded. Motion approved.

**Public Minutes of the closed session:** The Board acknowledged, with regret, the finalization of Darlene Steinhardt’s retirement at the end of August. The Board discussed appointing Tara Ruppel as the provisional Head of Youth Services effective June 1. There is a 90-day provisional period, and Scott explained that by doing so, we would have a seamless transition in this vital position for which Tara is exceptionally well qualified. Although there is some overlap, there would ultimately be a net savings in salary. We would then be looking to hire a full-time Teen/YA Librarian and a part-time Children’s Librarian.

Bronwyn made a motion to elevate Tara Ruppel to provisional Head of Youth Services at an annual salary of $80,913.00 effective June 1, 2025.

Marie seconded; motion approved.

**Board Comments**

* Emily recommended the Board watch the PBS *Independent Lens* series Episode 16 entitled *Free for All: The Public Library*. This documentary outlines the history of public libraries, the challenges they face, and their crucial value as open civic institutions in the United States. She also suggested we start a documentary film club/discussion series.
* Emily asked that we enhance the Voter Registration materials presence in the library; perhaps with a QR code, more signage, more materials, and greater visibility – many parents wait by the children’s desk during programs. Another high visibility location for the voting materials would be by the reference desk.
* Emily will also speak with muralist Carmelo regarding painting the area behind the reference desk. Bronwyn asked if we were going to unveil the hallway mural since Carmelo was unable to do so at the Festival, and Scott said we would arrange an unveiling perhaps for the June meeting.
* Ray celebrated the efforts of all parties engaged in obtaining the Hibernia Grant. She said she remembered when Hibernia was seen as a hopeless case, and is so inspired to see it turning around.
* Ray also expressed pride in Rockaway Township and our Library for the success of the Spring Festival. Seeing so many families engaged in all the activities provided and building community was heartening. Kudos! She suggested that next year she wants to bring the Township Sports to the festival, and also to form a committee early in 2026 to support the planning.
* Bronwyn asked how the ESL classes were going – Scott said attendance should grow by word of mouth, and classes have been promoted in the schools and on social media.

**Adjournment** Motion to adjourn made by Marie; seconded by Bronwyn. Motion carried. Meeting adjourned at 7:33 pm.

**Date of Next Meeting:** Monday, June 16 at 6:30 pm

Respectfully submitted,

*Bronwyn Springer*

Secretary