

**Board of Trustees Meeting**  
**April 6, 2020**

**Call to Order: 7:08 PM**

Adequate notice of the meeting was provided in accordance with the Open Public Meeting Act in that the date and location were included in the annual meeting schedule, sent to official newspapers, and posted on the public bulletin board.

**Attendance:**

**Present:** Brian Donohue, Judy Nelson, Patricia Braga, Areti Khitiri, Saumita Lepre  
Jen Overton, and Deborah Sessa

7:15 PM Christopher Bardi joined the meeting

- **Absent:** Allison Jablonski, Aristotle Popolizio,

**Approval of Minutes:**

- Patricia Braga made a motion to approve the March Board Meeting Minutes, Saumita Lepre seconded the motion and the minutes were unanimously approved.

**Public Comment:**

- None

**Correspondence:**

- None

**Treasurer's Report:**

- Judy Nelson presented the Treasurer's Report.
- Discussion of items on the March Bill List took place.
- Judy Nelson made a motion to approve the March Bill List, Patricia Braga seconded the motion, and it was unanimously approved.
- Due to the current COVID-19 situation, the Bill List is much smaller this month.
- Discussion took place regarding payment for mat cleaning. The bill for April will be paid.
- Furniture was delivered while the library was closed.
- Discussion regarding the kitchen renovation took place. The initial deposit was made, and materials have been ordered. As a result of the COVID-19 restrictions delivery of the cabinets coming from Pennsylvania is on hold.
- The new auditor has been contacted by Terry Gamba. Since the auditor is not available to begin until late August, the audit will take place in the fall.

**Librarian's Report:**

- Jen Overton presented the Librarian's Report.
- Jen contacted the library attorney regarding online meetings. He advised that we would only be able to approve bills.
- During the COVID-19 restrictions the library staff continues to do their jobs. For accountability they participate in online trainings, conduct online story times and have been assigned specific tasks to perform in the library while practicing social distancing and sanitizing procedures.
- Brian Donohue advised Jen Overton to look into protocol should checks need to be signed before the next meeting.

- The Roseland Board of Trustees expressed their sympathy upon hearing the news of Christopher Lee's passing. Christopher Lee was the former director of the Roseland Public Library. A gift card to a local restaurant will be sent to the family.

**Council Liaison's Report**

- Christopher Bardi reported that the Borough Caucus Meeting will take place on Tuesday, April 7, 2020 at 7:30 PM.
- Christopher reminded Jen and the Members of the Board of Trustees that Library information or announcements can be posted on the Borough website.
- Financial Disclosure forms are due to Jock Watkins no later than April 30, 2020.

**Committee Reports:**

- None to report

**Old Business:**

- None to report

**New Business:**

- None to report

Brian Donohue made a motion to adjourn the meeting at 7:38 PM, Patricia Braga seconded the motion, and it was unanimously approved.

Next meeting date: Monday, May 4, at 7:15 PM.

Respectfully submitted,  
Deborah Sessa