

**MINUTES  
OF THE EDISON TOWNSHIP LIBRARY BOARD OF TRUSTEES  
MEETING OF MAY 19 2020**

Present: Neville Arestani (a/8:13), Lisa Krauze, Patricia Massey, Fiona Meade, Vasant Naik (a/8:30), Suzanne Cason O'Neill, Shannon Peng, Maureen Ruane, David Ye.

Absent: none.

Also Present: Dominick Bratti (board attorney), Keith McCoy (interim library director), Richard Wales (library staff/IT).

The meeting, rescheduled from May 12, was held electronically due to the coronavirus pandemic, under the terms of NJ Public Law 2020, Chapter 11.

The president called the meeting to order at 7:03 pm. She led the salute to the Flag and read the Open Public Meetings statement. In the absence of the secretary, the interim director was appointed secretary pro tem.

A motion and second (Krauze/O'Neill) was made to approve the minutes of the meeting of February 11 2020. There was discussion as to how absent members should be listed. On roll call, the minutes were approved: yes – Krauze, Meade, O'Neill, Ruane, Massey; no – Peng, Ye; absent – Arestani, Naik.

On motion and second (Krauze/Ruane) the minutes of the meeting of February 26 2020 were approved. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; absent – Arestani, Naik.

The minutes of the meeting of March 10 2020 were unavailable and therefore tabled.

On motion and second (Krauze/Ruane) the minutes of the meeting of April 23 2020 were approved. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; absent – Arestani, Naik.

There was no financial report available. Mr. McCoy presented a review of the Trustees Accounts for the first four months of the year, indicating income, expenses, and reserves for particular projects; the report was filed. On motion and second (Ruane/Krauze), the board voted to approve the bill list in the amount of \$31,708.59.

Roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

The board reviewed the interim director's report.

Board information: The interim director recommended a special board meeting between the June and July board meetings, to discuss personnel issues (reorganization; director search process). It was agreed that he should create a Doodle poll to determine the best dates.

Finances: Mr. McCoy presented a revised 2020 budget. He noted that it had changed a bit from the April version, based on questions from the board. The board had additional questions. On motion and second (Ruane/O'Neill), the board voted to approve the revised 2020 budget. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

On motion and second (Krauze/Ruane), it was voted to increase the blanket quarterly purchase limits: Baker & Taylor Adult from \$25,000 to \$40,000; Baker & Taylor Children from \$16,000 to \$40,000; DK Agencies from \$10,000 to \$25,000; Midwest Tape from \$10,000 to \$30,000. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

Buildings & Grounds: The interim director stated that he had reconstituted the Safety Committee, and would call a meeting soon. He also reported on the ideas for reopening the library gradually, as the pandemic appears to be abating, and noted that he was monitoring state and national library task forces. On motion and second (Massey/Krauze), it was voted to approve expenses up to \$50,000 from the Capital Improvements line in the F2020 budget for Covid-19 related building changes. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

Library Services: On motion and second (Massey/Krauze), it was voted to give the Interim Library Director the authority to adjust hours, through September 30 2020, in lieu of instituting summer hours. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

Mr. McCoy said that the statistical report to the board needed revising, and asked board members to communicate with him as to what they want to see in terms of statistics. He also announced that the museum pass program for 2020-21 was cancelled. On motion and second (Massey/Ruane), it was voted to approve the cancellation of outstanding fines and fees dating from 2005 through 2015, in the amount of \$37,522.22. On roll call: yes – Krauze, Meade, O'Neill, Peng, Ruane, Ye, Massey; no – none; abstain – none; absent – Arestani, Naik.

Personnel: Mr. McCoy updated the board on several personnel issues, none requiring any action.

Board Committee reports were postponed. There was no unfinished business to discuss.

Under New Business, a motion was made and seconded (Krauze/O'Neill) to recommend to the Mayor that Vasant Naik be removed from the Board of Trustees, due to continued and consecutive absences. Mr. Arestani entered the meeting at this time. There was considerable discussion. The board president agreed to contact Mr. Naik to ascertain his continued interest in serving on the board. On roll call: yes – Krauze, Meade, O'Neill, Ruane, Massey; no – Arestani, Peng, Ye; abstain – none; absent – Naik. Discussion continued as to whether a 2/3

vote, as specified in the board's bylaws, was required. Mr. Naik entered the meeting at this time. Discussion continued. At a certain point, the board president decided to conclude the discussion and move on with the agenda.

Public Comment was enabled by monitoring a special email account. There were no public comments received during the allotted time. There were no announcements.

There being no other business, on motion and second (Krauze/O'Neill) it was voted to adjourn at 8:55 pm.

W. Keith McCoy  
Secretary pro tem