

**Edison Township Free Public  
Library Board of Trustees Meeting**

**PROPOSED AGENDA**

**Date: 09/21/2022 Time: 7:00 PM Place: Council Chambers**

**1. Call to order**

- A. Salute to Flag
- B. Open Public Meeting statement
- C. Roll Call – Attendance

**2. Approval of minutes**

- A. August 9, 2022 – Regular Session

**3. Closed Session**

- A. Resolution to approve moving into Closed Session
- B. Items to be acted upon, if necessary

**4. President's Report**

**5. Financial Reports A. Financial Reports**

- 1. Period ending August 31, 2022
- 2. Operating Account
- 3. Capital Account
- B. Resolution to approve the Library Bill List dated, August 31, 2022

**6. Director's Report/Assistant Director's Report**

- A. Discussion Items
  - 1. Laptops/Chrome Books Board Members

2. Personnel Changes - None
3. Bookmobile Update

**7. Library Board Committees**

- A. Facilities & Bookmobile**
- B. Finance**
- C. Materials Review**
- D. Personnel**
- E. Policies & Bylaws**
- F. Strategic Planning**

**7. Unfinished Business**

**8. New Business**

- A. Resolution to approve a one-year extension to the current contract with Atlas Elevator for maintenance of elevators at Main and Clara Barton not to exceed \$3,500.
- B. Resolution to approve a Professional Contract with Arcari & Iovino Architects PC for architectural services for the Main Branch, Phase I, Conceptual Design Study not to exceed \$11,800.
- C. Resolution to approve a Professional Contract with SAGEarch Architects PC for architectural services for the North Edison Branch Renovation & Expansion Project not to exceed \$162,000.
- D. Resolution to approve a Professional Services Fee and Reimbursable Expenses Contract for Site Engineering with CME Associates estimated to be \$77,561.00.

- E. Resolution to approve a Professional Contract for MEP Design and Construction for T&M Associates of Middletown, NJ not to exceed \$49,800.
- F. Resolution to approve a Professional Contract for LiRo Engineers, Inc. of Syosset, NY for Structural Engineering Services not to exceed \$76,500.
- G. Resolution to approve a Professional Contract for Accounting Services with Gregory J. Della Pia, certified public accountant, not to exceed \$1,000 per month from October 2022 thru December 2022.
- H. Resolution to approve the Edison Public Library Makerspace Policy.
- I. Resolution to approve the Edison Public Library Makerspace Liability Waiver – Individual Adult
- J. Resolution to approve the Edison Public Library Makerspace 3D Printing Policy
- K. Resolution to move \$1 million dollars from the Operating Account to the Capital Account; \$500,000 for furniture for the North Edison branch and \$500,000 for furniture for the Main Branch.
- L. Resolution to purchase a Sprinter Bookmobile from Farber Specialty Vehicles for \$193,471.00.
- M. Resolution to apply for a grant for the NJ State Council on the Arts for \$20,000 Creative Aging Initiative.

**9. Public Comment**

**10. Announcements**

**11. Closed Session (If Necessary)**

A. Resolution to go into closed session

B. B. Items to be acted upon, if necessary

**12. Adjournment**

A. **Next Regular Meeting: Wednesday, October 19, 2022, 7 PM**