

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

PROPOSED AGENDA

Date: June 13, 2023 Time: 7:00 PM Place: Municipal Building

1. Call to order

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

2. Approval of minutes

- A. May 9, 2023 – Regular Session

- B. May 9, 2023 – Closed Session

3. President’s Report

4. Financial Reports

Financial Reports

- A. Period ending May 31, 2023
- B. Operating Account
- C. Capital Account
- D. North Edison Account
- E. Payroll Account
- F. Resolution to approve the Library Bill List dated, June 9, 2023

5. Director’s Report/Assistant Director’s Report

- A. Discussion Items
 - 1. Personnel Changes
 - 2. Bookmobile Update
 - 3. North Edison Branch Construction Project

6. Library Board Committees

- A. Facilities & Bookmobile
- B. Finance
- C. Personnel
- D. Policies & Bylaws (Materials Review Subcommittee)
- E. Strategic Planning Committee

7. Old Business

8. New Business

A. Resolution to establish a Friends of the Edison Public Library under the auspices of the Edison Public Library Foundation.

B. Resolution to extend the building cleaning contract for one year from June 2023 to May 2024 to AAA Facility Solutions, Randolph, NJ in the monthly amount of \$3,450.00 per month

C. Resolution to close the Main Branch of the Edison Public Library on Sundays during July and August 2023.

D. Resolution to move \$500,000 from the Operating Account to the Capital Account for Main Library Renovation and \$500,000 from the Operating Account to the North Edison Branch Capital Account to cover the cost of the roof replacement as part of the upcoming project.

E. Resolution to approve the establishing of a “float” of \$500.00 in the self-check-out machines for the purpose of providing change for customers to pay fees.

8. Public Comments

9. Closed Session (if needed)

10. Announcements

11. Adjournment

Next Regular Meeting: Tuesday, July 11, 2023, Municipal Building