

East Brunswick Public Library
Board of Trustees Meeting
October 21, 2025

Attendees:

Dr. Kenneth Freedman	Karen Parry, Library Director
Lisa Gurevich	Maria Carmelo, Exec. Admin. Assistant
Joseph Palombit	Alpesh Shah, IT Manager
Patricia Palumbo	Samantha Michael, IT Supervisor
Colleen Talbot	April Yu, Teen Representative
	Bilagia Awad, Teen Representative
	Debbie LeSeur, Friends of the Library Treasurer

Ms. Palumbo called the meeting to order at 7:03 pm. A roll call was made and a quorum was present. Ms. Palumbo stated that the meeting was advertised and the Open Public Meetings Act requirements were met.

All rose for the Pledge of Allegiance.

Minutes of September 16, 2025:

Dr. Freedman made a motion to approve the minutes of the September 16, 2025 meeting. Mr. Palombit seconded. Voting yes: Dr. Freedman, Mr. Palombit and Ms. Talbot. Voting no: None. Abstaining: Lisa Gurevich and Ms. Palumbo.

Public Participation:

April Yu and Bilagia Awad presented the September Teen Report. 79 teen volunteers contributed a total of 85.25 hours during the month of September. The teens helped with programs such as Shrinky Dinks and create your own Back-to-School Pencil Cases and helped with the graphic novel displays.

Ms. LeSeur presented the Friends Report. The Friends have been very busy preparing for the 50th annual Friends of the Library Book Sale, which is being held in the library meeting rooms for the first time. A total of \$10,520.90 was raised on day one! The book sale will be running through Sunday. The Friends had a table at EB Day, with a spin wheel for prizes. The in-house Bling Sale is up to about \$7,000.00. Defensive Driving will take place on October 27th and 28th and the Kitting and Crochet Group meets next on October 29th. The Hand Made Craft Sale is scheduled for November 9th and the Friends will have special guest, Host/Author/Chef Maricel Gentile, at their November 13th meeting.

There was no Township report.

There was no School Report.

There were no Public Comments.

Financial Report:

Ms. Parry presented the Financial Report. We are waiting to hear from the town regarding the 2026 budget. Healthcare costs are rising by 15%. The library will not be filling unnecessary positions.

Ms. Gurevich made a motion to approve the October 22, 2025 Bill List. Ms. Talbot seconded. Voting yes: Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Correspondence:

There was no correspondence.

Reports of Standing and Special Committees:

There were no reports of standing or special committee reports.

Director's Report:

Ms. Parry presented the Director's Report. Staff Development Day was held on Monday, October 13th. The library building was closed to the public for a full day of staff training. The Police Chief, Emergency Management Coordinator and Fire Prevention Bureau provided emergency procedures training, breakfast and lunch were provided to staff and we closed the day with a guided meditation session by Indian Cultural Society's Shilpi Mahajan. The library celebrated Diwali on Sunday, October 12th with beautiful performances and vendors selling refreshments, clothing and other items. A big thank you to the library's Arti Katoch for all her hard work in putting this event together. The library will have a tent at the Township's annual Winter Wonderland on Saturday, December 6th. The library has reached Gold Star Status for Sustainability. Marketing Coordinator Chris Barnes sent out a Community Health Survey through Nixle, social media and email this past Sunday and Monday.

Dr. Freedman made a motion to approve the September 2025 Director's Report. Ms. Gurevich seconded. Voting yes: Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Old Business:

There was no old business.

New Business:

Resolution #10,891

Awarding a Contract for Teen Space Furniture

WHEREAS, the East Brunswick Public Library Board and Administration seek to purchase furniture for the Teen Space at the East Brunswick Public Library, and

WHEREAS, the Library is authorized to purchase goods and services without advertising for bid if purchased through a State approved cooperative vendor pursuant to N.J.S.A. 40A:11-12; and

WHEREAS, Creative Library Concepts is an authorized dealer for Media Technologies, an Educational Services Commission New Jersey State Approved Co-op vendor, Contract #ESCNJ 22/23-08, NJ State Approved Co-Op #65MCESCCPS; and

WHEREAS, funds are available for this contract in the Building Reserve Restricted Fund; and

NOW, THEREFORE, BE IT RESOLVED that the Library Board of Trustees awards a contract to Creative Library Concepts, P.O. Box 313 Manalapan, NJ 07726 as outlined in their proposal dated September 24, 2025, in the sum of \$14,891.90.

Mr. Palombit made a motion to approve Resolution #10,891 – Awarding a Contract for Teen Space Furniture. Ms. Talbot seconded. Voting yes: Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Resolution #10,892

2025 Appropriation of Per Capita State Aid

BE IT RESOLVED that the expenditure of 2025 Per Capita State Aid funds in the amount of \$26,920.00 be allocated to the following budget lines by the East Brunswick Public Library Board of Trustees:

Adult Services

Printed Adult and Circulating Materials	\$13,460.00
---	-------------

Youth Services

Printed youth and Circulating Materials	\$13,460.00
---	-------------

TOTAL:

\$26,920.00

Ms. Talbot made a motion to approve Resolution #10,892 – 2025 Appropriation of Per Capita State Aid. Dr. Freedman seconded. Voting yes: Dr. Freedman, Ms. Gurevich, Mr. Palombit, Ms. Palumbo and Ms. Talbot. Voting no: None. Abstaining: None.

Information Items:

There were no information items.

Adjournment:

There being no further business, Ms. Gurevich made a motion to adjourn at 8:35 pm. Mr. Palombit seconded. The motion was unanimously approved.

Respectfully submitted,
Mr. Wayne Christie, Secretary