

# **Keyport Free Public Library Board of Trustees**

## **Library Board Special Meeting Minutes**

### **23 October, 2024**

#### **Call to Order**

Michele Brusca called the meeting to order at 7:00 pm. The meeting was held in person.

#### **Roll Call**

Attendees included Leslie Kotzas, Michele Brusca, Erica Hubler, Chris Leising, Rosemary Besrutschko, Andrea Block, and Sandra Marion. Lisa Savoia and Mayor Araneo were absent.

#### **Announcement of Compliance with the Open Public Meetings Law**

Michele Brusca provided a reading of the Sunshine Law, as follows: **LET THE MINUTES SHOW THAT ADEQUATE NOTICE OF THIS MEETING AS REQUIRED BY P.L. 1975, CHAPTER 231, HAS BEEN PROVIDED BY THE ANNUAL NOTICE WHICH HAS BEEN POSTED ON THE BULLETIN BOARD, FILED WITH THE ASBURY PARK PRESS AND THE STAR-LEDGER.**

#### **Pledge of Allegiance to the Flag of the United States**

The Board recited the Pledge of Allegiance to the Flag of the United States.

#### **Agenda Review**

The agenda was accepted by the Board as proposed.

#### **Review of Purpose of Special Meeting**

Michele Brusca explained that the Special Meeting was being held to allow the Board to hear a presentation (topic: Providing Community Outreach by the Keyport Free Public Library) from a candidate for Provisional Library Director selected by the Personnel and Policy Committee after initially interviewing the candidate the prior week.

#### **Selected Provisional Director Candidate Presentation/Interview**

The candidate presented a Powerpoint presentation - Providing Community Outreach by the Keyport Free Public Library as requested by the Board of Directors. See attached,

#### **Public Portion**

The motion to open the meeting to public comments (Michele Brusca/Erica Hubler) was approved by all present at 7:23 pm. Members of the public present included Ed Carew (former Trustee and Library volunteer, Alexandra (Xan) Yanosh (President of the Friends of the Keyport Library), and Eileen Koutnik-Fotopoulos (Secretary of the Friends of the Keyport Library). In an informational session with the provisional Director candidate, Ed described the work on the Library's gardens and organizational outreach to the Library; Xan described Friends activities. The motion to close the public portion of the meeting (Michele Brusca/Erica Hubler) was made at 7:30 pm and approved by all members present.

### **Closed Session**

A motion was made at 7:35 p.m. to enter into Closed Session to discuss personnel matters with no action to be taken; action to be taken in Open Session (Michele Brusca/Sandra Marion). All Board members present voted yes.

### **Provisional Director Selection and Hiring Arrangements**

The Board discussed appropriate candidate offer(s) for the Provisional Director position.

### **Return to Open Session**

A motion was made to return to Open Session (Michele Brusca/Andrea Block) at 8:00 p.m. All Board members present voted yes.

### **Announcements**

The next regular Board meeting will be held on 14 November, 2024 at 7:00 pm. This meeting will be in-person, with a Zoom link provided for virtual attendance if requested by one or more Board members.

### **Adjournment**

A motion was made to adjourn this meeting (Andrea Block/Erica Hubler), and all members present unanimously agreed. The meeting was adjourned at 8:01 pm.

## Attachment 1 – Candidate Presentation



October Candidate Presentation.pdf