

PLAINSBORO LIBRARY BOARD MEETING MINUTES

June 3, 2025

Meeting Details:

- The meeting was conducted in person at the library.
- Attendees: Allan Johnson, Karen Kennedy, Ed Klimek, Rekha Rao, Vince Vecchia, Peter Wong and Mayor Ed Yates
- Also in attendance were Director Darren Miguez and Assistant Director of Operations Nick Olimpaito.
- Also in attendance were members of the public: Lauren Schiebel and Mark Schiebel of Hightstown, NJ and Christine Holcombe of Plainsboro, New Jersey.
- The meeting was announced, by President Peter Wong, to be compliant with the Open Public Meetings Act. The meeting notice was publicized on the library's bulletin board, and on the library websites and the Township, at least 24 hours prior to the meeting. The meeting was also publicized in the Home News Tribune.
- The Public Comment Rules of Participation were read by President Peter Wong.
- Call to order: 7: 01 pm; Adjourn: 8:15 pm.

Board Decisions

DESCRIPTION	MOVED BY	SECONDED BY	ABSTAINED
Motion to allow public participants to speak for more than three minutes but no longer than 10 minutes was made for this meeting only.	Karen	Vince	None
Motion to move to Executive Session for personnel matters at 7:07 pm.	Allan	Karen	None
Motion to close Executive Session and resume regular meeting, at 7:54 pm.	Ed Y	Vince	None
The minutes of the May 6, 2025 meeting were approved without corrections	Ed Y	Ed K	Rekha
The Minutes of the May 6, 2025 Executive Session minutes were approved without corrections	Ed K	Allan	Rekha
Motion to approve the Bill List for a total of \$176,747.53	Allan	Ed K	None
Motion to approve the PSEG Energy Efficiency Refit	Ed K	Rekha	None
Motion to Open Public Comment Session at 8:12 pm	Karen	Allan	None
Motion to Close Public Session and resume meeting at 8:13 pm	Vince	Ed K	None
Motion to approve the engagement of labor counsel	Allan	Rekha	None
Motion to Adjourn	Karen	Vince	None

There was a motion made by Karen and seconded by Vince to allow public participants to speak during Public Comment session for longer than 3 minutes but no more than 10 minutes was made for this meeting only.

Allan introduced himself as the chairman of the personnel committee, and said the following to the members of the public who were present:

The board has received a grievance and a letter of complaint around multiple events that stem from the evening of 4/22.

The Board of Trustees would like to acknowledge your presence this evening. Ms. Holcombe is executing her right to request that the discussion regarding matters related to her employment take place in public pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-12. Please be aware that all members of the Board of Trustees as well as Library Director Darren Miquez have received the letter of grievance that you have filed in accordance with the Library Personnel Manual. The board will enter a closed session shortly. During this closed session, all non-members of the board will be asked to exit the meeting space. As per her request, her grievance or matters related to her employment will not be discussed amongst the members in closed session. Should she desire, she will have the opportunity to address the board during public comment later in the meeting.

Executive Session regarding Personnel Matters:

- A motion to go into Executive Session to discuss personnel matters was made by Allan and seconded by Karen at 7:07. The minutes are recorded under separate cover.
- Darrin, Nick, and members of the public were excused.
- Motion to close Executive Session and go into the regular meeting was made by Ed Y and seconded by Vince at 7:54.

Minutes:

Minutes of the April 1, 2025 meeting were discussed. The minutes were motioned and approved as submitted.

Treasurer's Report and Bill List:

- Expenses are 2% over budget.
- Pension bill for \$136,000 is for a full year, which was accrued.
- Overdrive is eBooks.
- A motion made by Allan and seconded by Ed K to approve the bill list in the amount of \$176,747.53 was approved.

Foundation Report:

- The Foundation did not meet within the month. At its next meeting a motion will be introduced to approve the summer program with a not-to-exceed amount \$15,000.

Director's Report:

- Darren referenced the Director's Report as submitted for consideration.
- The park renovations are underway and should be completed in the fall.

Old Business:

- Partial Payment of YES Project Final Application (\$42,071.86) was made at the May meeting whereby \$12,000 was withheld to repair defects.

New Business:

- Darren is awaiting two clarifications from the Township regarding the Energy Efficiency Refit project with Tri-State Light & Energy. This project replaces the library's end-of-life HVAC system above the Community room. Pending receipt of these clarifications, the project was presented for motion. Ed K recommended that we move forward with this project even though the township owns the equipment. The mayor said that he will investigate and verify to determine how the library will be reimbursed. Payment starts when the equipment is installed.
- The motion was made by Ed K and seconded by Rekha.

Public Comment:

- The meeting opened for public comment at 8:12. Three members of the public were present but did not speak. The public comment period was closed at 8:13.

New Business continued:

Allan introduced a Board motion as follows:

- Complaints and grievances have been filed. We are recommending the engagement of counsel as it is in the best interests of all parties involved. As Library Trustees, we are not HR professionals and do not possess specialized expertise in employment law, procedural norms, or current best practices for handling complex personnel matters. Counsel will be able to objectively assess the various claims and issues and guide us through a legally sound and efficient process.
- Once the investigation is completed, the board will reconvene to discuss the report and take appropriate actions.
- I make a motion to hire labor counsel to investigate the incidents that have occurred at the library directly related to the events of 4/22/2025. All relevant materials, including emails, anecdotal notes, videos, etc., are to be made available to counsel.
- The motion was made by Allan and seconded by Rekha

Adjournment:

The meeting adjourned at 8:15 pm.

Respectfully submitted by Karen Kennedy, Secretary