

ASBURY PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 15TH, 2022
MINUTES

Call to order at 5:02pm

Attendees: Diane Shelton, Angela Ahbez-Anderson, Jen Souder, Kerri Martin, Jan Sparrow

Motion to open Public Participation at 5:05pm: 1st: Kerri Martin. 2nd: Jan Sparrow. All in favor

Motion to close Public Participation at 5:05pm: 1st Jan Sparrow. 2nd: Jen Souder. All in favor.

Motion to approve the minutes from July 21st, 2022: 1st: Jan Sparrow. 2nd Angela Ahbez-Anderson. All in favor.

Treasurer's Report & Bills August 2022- September 2022:

Kathleen sent out the 2022 Budget Performance document and the September Bill List.

Motion to approve the September Bill List: 1st: Angela Ahbez-Anderson. 2nd: Diane Shelton. All in favor.

Board President's Report:

Diane distributed a document called Training: Intellectual Freedom & Materials(see attached.)

Discussion: Jen Souder said that we should have a policy that the library should state somewhere that the library has zero tolerance for bigotry. It is something that we should be able to point to even though it seems obvious.

Committee Chairs' Report:

- A. Buildings and Grounds: No report.
- B. Budget and Finance: Jen Souder report that they are going to meet before the next meeting to prepare for the next budget season. The 1/3 of a mil announcement will come out mid-October but will meet before that to get prepared.
- C. Personnel: Kathleen has talked to 3 different auditors to clean up the books. Needs board approval to hire Nicolini Belott as an Administrative Secretary and he can do some of the other account clerk duties. Diane asked if the Admin Secretary was going to work on the board minutes.

Motion to hire Mr. Nicolini Belott effective Sept 15, 2022. 1st: Angela Ahbez-Anderson. 2nd: Jan Sparrow. All in favor.

- D. Policy and Governance: Kerri reported that the committee met and discussed filling the vacant board seat. Jennifer Ray Stine expressed interest to Diane about serving on the board. The committee also discussed the election process of the board that will be coming up in January 2023. Regarding policies, the committee is going to touch base with Kathleen regarding COVID policies and will also reach out to Budget and Finance about certain policies that are regarding finance which came out of the audit.
- E. Strategic Plan: Jan reported that the staff is planning on having an event in the library which will be a sort of reintroduction to the library. At this event, they will ask for opinions on flip charts. Monmouth University has agreed to work with us on how to compile the data and come up with the survey for the public.

Library Director's Report:

Kathleen gave an update on the AC. She received an email from the office manager of Mike Chambers. Oceanside needs to look at the damaged coil first. The Oceanside bill should be sent to Mike Chambers' office. Then it will be deducted from the \$2025 bill. That's how the office is going to handle the damage.

New Business: Jen Souder reported that the city is doing an arts and culture plan which is a component of the Master Plan. They hired a firm to facilitate the plan. Kathleen will be part of the interview process. Carrie Turner (Arts Council) shared a grant opportunity with the library. Library will look into to see if priority/feasible to apply by deadline.

Motion to open Public Participation at 5:47pm. 1st: Jen Souder. 2nd: Jan Sparrow. All in favor.

Rita Hoffmann asked if we can look into getting a microphone for the meeting.

Motion to close Public Participation at 5:49pm: 1st: Jan Sparrow. 2nd: Angela Ahbez-Anderson. All in favor.

Items from Individual Board Members:

Jan: Expressed hope to get set up in 2023 with a solid board of trustees.

Diane Shelton: Library will be participating on October 1st at Quality-of-Life Festival and The County Meets the Needs in Springwood Park.

Motion to adjourn at 5:53pm: 1st: Angela Ahbez-Anderson. 2nd Jan Sparrow. All in favor.

The NJ State Library, May 23, 2022, Time 1:09:24

TRAINING: Intellectual Freedom & Materials, What You Need to Know

Bob Keith, Facilitator

Presenters: Judith Pissani and David Paige

Intellectual Freedom principles influence policy related to collection development, library card registration, internet use, and programming. These policies then influence the procedures for handling attempts to challenge or censor library materials. Library policies help protect the rights of library users to read and view information.

Materials should not be excluded because of the origin, background, or views of those contributing to their creation. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

AMERICAN LIBRARY ASSOCIATION (ALA) actively advocates and educates in defense of intellectual freedom—the rights of library users to read, seek information, and speak freely as guaranteed by the First Amendment. Intellectual freedom is a core value of the library.

Established December 1, 1967, the Office for Intellectual Freedom is charged with implementing ALA policies concerning the concept of intellectual freedom as embodied in the Library Bill of Rights, the Association's basic policy on free access to libraries and library materials. The goal of the office is to educate librarians and the general public about the nature and importance of intellectual freedom in libraries.

Definitions Provided:

Challenge – an attempt to remove or restrict materials based on the objections of a person.

Banned – the removal of those materials

Intellectual Freedom the right of every individual to both seek & receive information from all points
Of view.

SAMPLE: Policy Statement

In accordance with the ALA's Library Bill of Rights, the Library affirms that all libraries are forums for information and ideas, and that the following basic policies should guide its services to patrons and the community.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

WHAT YOU NEED TO KNOW

POLICIES

The necessary foundation for any library n successfully navigating a challenge to materials or programs.

Resource: <https://www.ala.org/united/advocacy/challenges>

POLICY HITLIST

Collection Development	Reconsideration Procedure	Patron Behavior
Circulation Policies	Security Policies	Public Meeting Policy
Board Bylaws/Policies	Crisis Communication Policy	Social Media Policy

TRAINING

Your policies are only as good as the training those responsible for implementing them receive.

STAY INFORMED

PRACTICE

Talk through scenarios as a board.

SCENARIO EXAMPLES – OIF's blog does a weekly wrap-up of national censorship news

Examples from April

Challenge seeking the removal of a DVD documentary depicting the life of a post-WWII

Gay escort in Lafayette (LA) Public Library.

Challenge in the Jonesboro (AR) Public Library requesting the relocation of several children's and Young Adult titles with LGBTQ+ themes to the adult stack.

KNOW YOUR ROLE - Trustees stay in your lane!

TRUSTEES – Make policy, support their director, educate their community, advocate for the library.

THE DIRECTOR – Guides the board with professional expertise, implements policy, leads and manages staff.

SPEAK AS ONE

LEAD BY EXAMPLE

REMEMBER STAFF

Be the support that you would want in staff's shoes.

KNOW HELP IS THERE

Available Lifelines:

ALA's Office of Intellectual Freedom <https://www.ala.org/aboutala/offces/oif>

NCAC <https://ncac.org/book-challenge-crisis-hotline>

STAY THE COURSE

Graciously submitted,

Diane L. Shelton

President, APPL Board of Trustees

September 14, 2022