

MOUNT OLIVE PUBLIC LIBRARY
MINUTES
Board of Trustees Meeting
August 17, 2010

- A. **Roll Call:** S. Sherman called the meeting to order at 7:36 PM and T. Kelly began the meeting by calling roll. Present were Scott Davan, Library Director; Stephanie Sherman, President; Tim Kelly, Secretary; Steven Bedell, Treasurer; S. Miller, Vice President arrived at 7:40. Helen Robbins, Superintendent's Alternate. Absent: S. Ireland, Mayor's Alternate; Judith Hirky.
- B. **Compliance Statement/Notification:** The meeting is being held in compliance with the *Open Public Meetings Act*. Notice has been sent to the newspapers (Daily Record and Mt. Olive Chronicle), the Township Clerk and is posted in the Township Library.
- C. **Agenda Review –**
- a. Public request for items to be on the agenda – none
 - b. Board request for items to be added to agenda – none.
- D. **Meeting Minutes**
- A motion to **approve the minutes of the July 2010 Trustee Meeting** was made by T. Kelly, seconded by S. Bedell. **Motion Approved.**
- E. **President's Report:** S. Sherman indicated that the library continues to make excellent progress.
- F. **Bill List for July 2010.**
- A motion to **approve the Bill List for July 2010** was made by S. Miller; seconded by T. Kelly. **Motion Approved.**
- G. **Financial Reports**
- A motion to approve the **July 2010 Financial Reports** was made by; H. Robbins, seconded by T. Kelly **Motion Approved.**
 - S. Davan indicated that the library is trending toward an operating deficit of approximately \$7,000.
- H. **Library Director's Report**

- See report enclosed.

I. Committee Reports

- a) Personnel: None.
- b) Finance & budgets: (SB) All in good order.
- c) Buildings & Grounds: (SM) Nothing new to report.
- d) Energy efficiency: Front door repairs have been completed

J. Unfinished Business/action items

- a) Roof, coping stone, and expansion joint repairs need to go to a sealed bid in order to select a firm to complete the maintenance. The cost of these repairs is estimated to exceed \$100,000.
- b) S. Miller made a motion to hire an architect to write scope of work specifications for a sealed bid for proposed roof repairs.

K. New Business

L. Board Comments:

M. Closed Session:

- a) S. Miller made a motion to go to closed session, Seconded by S. Sherman.
- b) Discussion on progress of negotiations with CWA.
- c) T. Kelly made a motion to end closed session, seconded by S. Sherman.

N. Adjourn

A motion to adjourn the meeting was made by S. Sherman, seconded by S. Bedell. **Motion Approved.**

Meeting adjourned at 8:37 PM.

The next meeting is scheduled for September th, 2010.

Stephanie Sherman, Board President

Timothy P. Kelly, Secretary

**Mount Olive Public Library
Director's Report to the Board
Trustee Meeting – August 17th, 2010**

Legislative Updates

On Tuesday, August 3rd I was informed that the Town Council of East Hanover voted to put a non-binding referendum on their November ballot. The question reads:

"Should the Township of East Hanover allow the East Hanover Free Public Library to continue to be overfunded by maintaining its designation as a 'Free Public Library'?"

The language and tone of this question is flagrantly anti-library and reinforces the misperception that municipal public libraries are overly funded and hoarding large surpluses when in fact the vast majority of municipal libraries have had their funding cut and are in dire straits. Although non-binding, the results of this poll, as written, could be detrimental to many municipal public libraries; at the very least this language is damaging and cause for concern. The Board of Trustees of the East Hanover Public Library has hired Michael Cerone to review this matter.

We are just beginning to see the full impact of the economic realities we are presently facing. Due to a cut back in library funding the Camden City Library System is facing complete closure by the end of 2010 unless the agreement with the Camden County Library can be ratified. The four branch libraries of the Trenton Public Library are scheduled for long term closure starting in August due to a \$1 million budget cut however Mayor Tony Mack wants to reopen the city's four branch libraries for four hours every afternoon beginning Sept. 13. Mack is quoted "We cannot afford to close our libraries and shut the door on our children's educational resources. In a unique town like Trenton, children need constructive after-school options which include visiting their libraries." Other libraries facing economic difficulties include Jersey City, Rock Hill, and Rutherford to name a few.

Maintenance

We have recently completed the repair of the front doors and I'm happy to report that these doors close properly for the first time in years. The scope of the work included the installation of weather stripping on nearly all exterior doors and since these repairs were recommended in our Energy Audit they should qualify us for a return of the remaining 25% of the cost of the audit. I've reached out to Kathy Murphy regarding this and await her response.

I have received an estimate for the installation of an exterior, rear access water supply from Dan McCarthey's Plumbing & Heating. This water access is necessary for the proper care of the decorative trees that were part of the landscaping plan implemented

last year. The proposal is \$3,332. At this time I feel that there are far more important building priorities than to spend \$3,332 on a decorative project at this time. The combined cost of the necessary plumbing and the potential cost for trees, if access to the Tree Bank was denied, would equate to approximately \$4,500 - \$5,000; as previously stated I cannot recommend moving forward with this project at this time and suggest it be revisited once more important priorities are completed.

Programming

The Summer Reading Club wrapped up with the very successful Boardwalk Bonanza on Wednesday, August 4th. Approximately 240 people braved the heat and came out to attend the program. Mrs. Osorio and her staff: Beverly Rowan, Cheryl Varanay, and Janice Miller did an outstanding job. Furthermore I would like to also thank Maria Koskulics of the Circulation Department for coming out to help with the program.

This year's Summer Reading Club was one of our best yet. According to Mrs. Osorio: The Make a Splash Summer Reading Club, for children six months old to fifth grade, had 619 children enrolled, 98 programs presented and over 180,000 minutes read. The Make Waves Summer Reading Club, for teens in sixth grade and up, had 113 teens and 14 programs. That's a record number of participants!

Furthermore, we would like to thank The Friends of the Mount Olive Public Library and the MOMS Club of Flanders Area, NJ for their generous donations, as well as our teen volunteers for all the hours they contributed to making this summer's reading club one of our best yet. We will continue building on the success of our outdoor programming this fall by hosting our first ever Autumn Festival tentatively scheduled for Saturday, October 30th. We are still in the planning stages but some ideas being discussed are a pumpkin decorating craft, corn maze, hay rides, Story Teller Doreen Sheppard, musician Kurt Gallagher, and more.

Volunteer Program

My Head of Reference, Cindy LaPenna, has been working closely with me on the Volunteer Program. After asking her to review and prepare a policy for the program I am of the opinion that a full written policy will not be necessary for the program. In our investigation we have learned that most other libraries do not have a policy but a set of procedures that mirrors their Personnel Manual. I believe that following a more fluid set of procedures will ultimately help us manage our volunteer program more efficiency.

As you can see in our newsletter we have started marketing our new program with a press release; a copy of this press release will be sent to the Mt Olive Chronicle as well as the Daily Record. Ms. LaPenna and I will schedule interviews with any interested volunteers starting in September.

McNaughton Book Lease

With assistance of our volunteer, Edward Bundz, Rita Gerro has completed the McNaughton book lease project. In total 1,393 books were returned to McNaughton as

required in the termination of our lease agreement. As you may recall, due to the increased price values our book lease program was no longer cost effective and was terminated earlier this year. This freed up approximately \$7,000 of our book budget, allowing for more cost effective collection development.

Reminder: Our next Trustee Meeting is scheduled for Tuesday, September 14th at 7:30pm.

I'll be taking a vacation day on Monday, August 23rd.