

MOUNT OLIVE PUBLIC LIBRARY  
MINUTES  
Board of Trustees Meeting  
May 19, 2010

- A. **Roll Call:** S. Sherman called the meeting to order at 7:41 PM and Tim Kelly began the meeting by calling roll. Present were Scott Davan Library Director; Stephanie Sherman, President; Steven Bedell, Treasurer; Tim Kelly, Secretary; Judith Hirky, Trustee; David Scapicchio, Mayor. Absent: Helen Robbins. S. Miller arrived at 7:49.
- 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 amended minutes of April 2010 Trustee Meeting** was made by T. Kelly seconded by S. Bedell. **Motion Approved.**
- E. **Presidents Report**
- S. Sherman noted that there had been a successful finance committee meeting with town council and that council had expressed appreciation for the fine work of the library trustees in working toward a “one community” approach to governance.
  - S. Sherman noted how hard committee had been working on resolving contract with union.
  - S. Sherman noted that personnel committee would consist of T. Kelly, J. Hirky, and H. Robbins.
- F. **Bill List for May 2010.**
- A motion to **approve the Bill List for May 2010** was made by S. Miller; seconded by S. Bedell. **Motion Approved.**
- G. **Financial Reports**

- A motion to approve the **May 2010 Financial Reports** was made by; S. Bedell, seconded by J. Hirky. **Motion Approved.**

#### **H. Director's Report**

See report enclosed. Ongoing issues with respect to requisite roof repairs and overall building deficiencies related to original construction discussed. Plans are being made to automate front doors for handicap access. Some doors will need to be replaced.

#### **I. Committee Reports**

- a) Personnel: (TK) A draft of objectives has been developed and were evaluated by S. Sherman and T. Kelly. Next steps: T.K. to meet to go over objectives with director.  
T. Kelly indicated that a personnel committee meeting would be scheduled soon (if needed) to discuss any requisite follow up to union negotiations.
- b) Finance & budgets: (SB) All accounts are generally in balance.
- c) PR/Communications: (SS) Nothing new reported.
- d) Buildings & Grounds: (SM)
- e) Shared Services: (SS)
- f) Energy efficiency: (TK) Nothing new reported.

#### **J. Unfinished Business/action items**

None.

#### **K. New Business**

None

#### **L. Board Comments: None**

#### **M. Closed Session:**

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

**N. Collective Bargaining Agreement**

- a) A Motion to approve the Collective Bargaining Agreement between the Communications Workers of America and the trustees of the Free Public Library of Mount Olive for the term of June 1, 2009 through May 31, 2011 was made by T. Kelly and seconded by S. Miller. Motion Approved.
- b) A motion to grant approval to the Trustee negotiating committee to approve, on behalf of the trustees, non-substantive changes to the Collective Bargaining Agreement between the Communications Workers of America and the trustees of the Free Public Library of Mount Olive for the term of June 1, 2009 through May 31, 2011 was made by T. Kelly and seconded by J. Hirky. Motion Approved.

**O. Adjourn**

S. Sherman made a motion to adjourn the meeting was made by S. Miller, seconded by J. Hirky. **Motion Approved.**

Meeting adjourned at 8:40 PM.

The next meeting is TBA for June 8th, 2010.

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Stephanie Sherman, Board President

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Timothy P. Kelly, Secretary

**Mount Olive Public Library  
Director's Report to the Board  
Trustee Meeting – May 19th, 2010**

**State Library & Funding Updates**

The State Library continues to fight for its survival. A recent rally at the Capital in Trenton on May 6<sup>th</sup> drew an estimated 400 protestors coming out in support of the State Library and in opposition of A2555. State Librarian Norma Blake has decided to consolidate the regional cooperatives down to one region and pool both money and resources to extend the databases and delivery services until the end of July. It is her hope that some money will be restored to the State Library's budget and by extending these services the State Library will be able to negotiate the 2011 contract as an existing customer saving both time and money.

In anticipation of losing database services I have ask my head of Reference, Cindy LaPenna, to begin seeking out alternative sources. According to Ms. LaPenna's report we will lose the vast majority of our databases with the exception of: Proquest Newspapers – a full text database with access to nine (9) national newspapers; Newsbank – dealing primarily with local news it does have access to some national and international news sources, and an extensive obituary database; Corefacts Online – a database of 51,000 New Jersey Companies but we will lose the national companies database.

We have received pricing form Proquest (approximately \$2,500) for their Research Library database which will help offset the loss of EBSCOhost and offer the Advanced Placement Science database, the Career and Technical Education database, as well as Ancestry and the Sanborn Maps. Finally, Ms. LaPenna assures me that we have reference sources in house that will help offset the loss of the literary Reference Center databases. Please see Ms. LaPenna's enclosed report.

**Maintenance**

**Meeting with Dennis Kowal**

On Monday, May 10<sup>th</sup> Stan Miller, Carolos Villar, and I met with Dennis Kowal regarding the roof and a few other issues the building is facing. As the original architect, I felt that Mr. Kowal could provide us with some insight into the issues we're facing along with his input as to how to proceed. I still need to follow up but the meeting was, in my opinion, fruitful. In spite of Mr. Kowal's attempt to use this meeting as a sales pitch, we did glean some valuable information.

Regarding the roof, according to Mr. Villar, Mr. Kowal saw no additional damage beyond the work that was never completed. Mr. Kowal recalls being present when the

manufacturer was inspecting the roof upon completion of its installation. The manufacturer rejected the installation and would not issue the warranty without completion of additional work. This work was never completed and therefore we have no warranty for the roof. I will attempt to locate the “punch list” of incomplete work and use that as a guide to begin and continue building repairs. In addition I will reach out to the roof manufacturer and see if they would be willing to issue a warranty should we complete the repairs as originally specified.

The issue with the front door is, in his opinion, not due to the front of the building settling. Mr. Kowal pointed out specific reasons as to why he feels it is not settling and based on this meeting I’m moving ahead with repairing the front doors. Before I initiate the repairs I’ll be getting an initial quote for an automatic handicap accessible door. Mr. Villar is reaching out to a vendor to get an estimate; I’m hoping to have an initial estimate for the May meeting.

### **Interior Lighting and School Lift**

As I have mentioned in the past the lighting in the main lobby of the library burns out rather quickly. Once again we face the necessity to begin replacing bulbs but have been informed by the schools that their lift is broken and needs to be replaced. As they have no estimate as to when this lift will be repaired/replaced we will have to borrow or rent our own. Mr. Villar will be contacting Tim Quinn & Jim Lynch of the Township for advice as well as to see if they could help us borrow the lift from Mendham Hockey Rink where Mr. Villar works full time. Mr. Villar has indicated that we should be able to borrow the lift but have no way of transporting it back and forth; it is his hope that Mr. Quinn & Mr. Lynch may be of assistance in transporting the lift.

### **Library Card Drive**

Due to a rejected insert for the Friday Folder, the library’s Library Card Drive has fallen behind schedule by two weeks. The original flyer contained the library card drive press release on one side and a press release regarding the threats to library funding on the back. The library funding press release was rejected as too political and was then replaced with advertisements for the Spring Fling and the Summer Reading Club. Instead of going out as planned the press release went out on Friday May 7<sup>th</sup>.

Recently Helen Robbins has expressed to me Dr. Reynolds’ concern regarding the interloan of materials back and forth between the library and the schools. In an effort to conform to his concerns we have asked that new applicants bring their applications directly to the library. The library card applications will be distributed either on May 21<sup>st</sup> or 28<sup>th</sup>.

To further promote our Library Card Drive we have been working with the elementary schools by providing applications for the incoming Kindergarten class. We have already received a few applications and have begun to open new cards.

### **Programming**

We continue to show growing support for our 2010 line up of adult programming. On Saturday, April 17<sup>th</sup> we had just shy of 30 people in attendance for our Getting to Know your Digital Camera program. We are very pleased at this strong showing for an adult program on the weekend and we continue to roll out new and diverse adult programming. On Saturday, May 22<sup>nd</sup> guitarist, singer, songwriter Kenny Cunningham will perform.

### **Spring Fling**

The library's annual Spring Fling for children is Wednesday, May 26<sup>th</sup> at 4:30pm. Our Spring Fling is a variety of outdoor activities and games. This year we have hired Meriloons to create balloon animals for all the children. Based on initial sign ups we are anticipating a successful event.

### **Memorial Day Parade**

The library will once again be walking in the Memorial Day Parade. Everyone is welcome to join us.

### **Donations**

The library has recently received a donation of an Indian Headdress and Peruvian burial figurines from Mr. and Mrs. Raymond Oser of Budd Lake. The donations are a handsome addition to our collections; the headdress will be on display in the lobby through June 1<sup>st</sup>. The library's services are enhanced through donations and support from our patrons.

### **2009 Audit to begin**

We have been in touch with Nisivoccia and will begin our 2009 audit during the last week of May.

**Reminder: Next Trustee Meeting is scheduled for June 8<sup>th</sup> at 7:30pm.**