MOUNT OLIVE PUBLIC LIBRARY  
Minutes  
Board of Trustees Meeting  
November 13, 2018

A. Roll Call
- President Marion Fleischner called the meeting to order at 6:37PM and began the meeting by initiating roll. Present were Marion Fleischner – President, Steve Bedell – Vice-President, Joanne Onorevole- Treasurer, Drew VanDam – Trustee, Rhonda Cohen – Business Manager, Superintendent’s Alternate Sandra Duffy, and Mauro Magarelli –Library Director. Absent were Meghan Tava- Mayor’s Alternate and Diane Lapsley – Secretary.

B. Compliance with Open Meetings Act
- This 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. Public Comments: None
D. Agenda Review
- Board request for items to be added to agenda: none

E. Approval of Minutes
- A motion to approve the minutes for the October 16, 2018 Trustee monthly meeting was made by S. Bedell and seconded by D. VanDam. Motion approved unanimously.

F. President’s Report
- President Fleischner gave her detailed report on the NJLA conference she attended on 10/27/18.
- The President’s attendance at the NJLA on October 27, 2018 validates the professional development hours required for the Board.

G. Action on Bills
- November 2018:
  - A motion to approve was made by J. Onorevole and was seconded by S. Bedell. Motion approved unanimously.

H. Financial Reports
- November 2018:
  - A motion to approve the Financial Report was made by J. Onorevole and was seconded by S. Bedell. Motion approved unanimously.
  - A motion to approve the Capital Improvement portion of the Financial Report was made by S. Bedell and was seconded by D. VanDam. Motion approved unanimously.

I. Library Director’s Report
  Communications:
  - M. Magarelli reported that he and Business Manager R. Cohen presented its budget to the Mayor on 11/6/18. No extension of money was granted, but help with window repairs will be considered.
  - A motion to approve the 2019 Holiday Closing dates was made by M. Fleischner and seconded by S. Bedell. Motion approved unanimously.

  Building and Grounds:
  - The Career Room now has an installed Glass Board, Projector Screen and Artwork. The chairs for the Board Table have been ordered.
  - On 10/18 a Fire Alarm inspection occurred – passed with no issues.
  - A T & T will now be our only provider for hard-line phone service – 3 lines. Princeton for Internet Service.
M.A.I.N:
- Effective 1/1/19 Digital Comic Books will be available to RB Digital users at no extra cost – mostly Marvel titles.

Circulation Stats:
- Improvement in all areas have been noted and demonstrated to the Board via the Director’s graphic expertise.

J. Committee Reports
- **Personnel/Staffing:** none
- **Finance:** Treasurer J. Onorevole presented the budget projections for the remainder of 2018 and what budget items might need to be further reviewed for 2019.
- **Policies:** None
- **Buildings/Grounds:** See Library Director’s report
  - The Library Director will get some quotes for window washing
- **Technology:** See Library Director’s report
  - Board requested a further update on the Web Page
- **Grants/Fundraising:** none
- **Negotiation:** None
- **Professional Development:**
  o The Library Director attended a two-day Cloud Library Workshop
  o Staff members attended an adult services meeting and a MAYS meeting both off campus.

K. Friends Report
- The Friends next bag of books will be held on December 1, 2018 and its monthly meeting will be held on 12/5/18.
- The Library Director thanked S. Duffy – the Superintendent’s Alternate for connecting the Friends with a high school service organization to assist with volunteers during their book sales and collection of books.

L. New Business:
- A motion to allot $325 for the Library Staff’s holiday party was made by S. Bedell and seconded by D. VanDam—date yet to be determined. **Motion approved unanimously.**

M. Unfinished Business/Action Items: None

N. Public/Board Comments: None

O. Adjournment
- A **motion to adjourn** the meeting was made by D. VanDam and seconded by M. Fleischner. **Motion approved unanimously.**
- Meeting adjourned at 7:30 PM.
- The next meeting is scheduled for December 11, 2018 at 6:30PM.

_____________________________________
Marion Fleischner, President                Date:

_____________________________________
Diane Lapsley, Secretary                  Date:
(Recorded by M. Fleischner)