

MOUNT OLIVE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

October 16, 2018

A. Roll Call

- President Marion Fleischner called the meeting to order at 6:30PM and began the meeting by initiating roll. Present were Marion Fleischner – President, Steve Bedell – Vice-President, Meghan Tava- Mayor’s Alternate, Drew VanDam – Trustee, Rhonda Cohen – Business Manager, Superintendent’s Alternate Sandra Duffy, and Mauro Magarelli –Library Director. Absent were Joanne Onorevole- Treasurer 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 July 10, 2018 Trustee monthly meeting was made by M. Fleischner and seconded by M. Tava. **Motion approved unanimously.**
- A **motion to approve** the minutes for the September 11, 2018 Trustee monthly meeting was made by D. Van Dam and seconded by M. Fleischner. **Motion approved with corrections and one abstention.**

F. President’s Report

- President Fleischner referred her report to the Library Director’s portion of the meeting.
- M. Fleischner did remind the Board that she will be attending the full day workshop held by the NJLA on October 27, 2018, which validates the professional development hours required for the Board.

G. Action on Bills

- October 2018:
- Noted that the M.A.I.N. fee is paid in full not monthly.
- A **motion to approve** was made by S. Bedell and was seconded by D. VanDam. **Motion approved unanimously.**

H. Financial Reports

- October 2018:
- A **motion to approve the Financial Report with corrections** was made by S. Bedell and was seconded by D. VanDam. **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 to the Board that our M.A.I.N. assessment only increased slightly for 2019, that the Election Board updates will be completed by the end of 2018 with the assistance of the Mayor and the DPW, that our 1/3 mil allotment has come out officially, that the NJ Construction Bond guidelines will be released in the Spring of 2019 and that the Library will present its Budget to the Mayor on November 6, 2018.

Building and Grounds: The Career Room now has an assembled Credenza and the glass board needs to be reinstalled, a fire alarm inspection has been scheduled, the lights have been fixed in the parking lot and the Women’s bathroom, and we currently have four lines with Verizon.

Audit: The audit has been signed, sealed, and delivered.

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:* President Fleischner noted that she dominated our Library Director for the "I Love Librarian" contest.
- *Finance:* None
- *Policies:* None
- *Buildings/Grounds:*
 - The Library Director will get some quotes for window washing
- *Technology:*
 - Board requested an update on the Web Page
- *Grants/Fundraising:* None
- *Negotiation:* None
- *Professional Development:*
 - The Library Director attended a Director's meeting, a M.A.I.N.'s Board of Directors meeting, and presented at the Digital Services Committee M.A.I.N. open house.
 - A staff member attend M.A.I.N.'s adult services meeting, which was held at the MOPL.

K. Friends Report

- The Friends have cancelled some book donations
- This organization needs some assistance to continue operating
- Friends has funded a portion of the new Glassboard and two years of movie licensing

L. New Business: none

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 7:35 PM.
- The next meeting is scheduled for November 13, 2018 at 6:30PM.

Marion Fleischner, President Date:

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