

Mount Olive Public Library
Board of Trustees Meeting
September 11, 2018

The meeting was called to order at 6:03 pm by President Marion Fleischner, followed by a moment of silence in honor of the day, suggested by Mauro. In attendance were Marion Fleischner, Steve Bedell, Drew Van Dam, Sandra Duffy, Diane Lapsley, and Mauro Magarelli. Meghan Tava, JoAnne Onorevole, and Rhonda Cohen were absent. This meeting was held in compliance with the Open Public Meetings Act.

Public Comments: None

Agenda Review: Policy adjustment: eliminate photo permission form.

Approval of July Minutes: Tabled for lack of quorum at July meeting (no meeting in August).

President's Report: Marion will be attending the New Jersey Library Trustees' Association conference on October 27. Personnel and tech committee meetings were held in August in lieu of the regular monthly meeting. Marion was very glad to note that the summer was very busy with both children's and adult programming. She noted that Mauro should be considered for the "Love Your Librarian" contest, which closes October 1.

Action on Bills: Everything looks good, according to Steve. On a motion by Steve Bedell, seconded by Marion Fleischner, approved unanimously.

Financial: Capital Improvement report approved on a motion by Steve Bedell, seconded by Drew Van Dam, approved unanimously. General financial report approved on a motion by Steve Bedell, seconded by Diane Lapsley, approved unanimously.

Director's Report:

- The Business Center is coming along; the desk is assembled and credenza ordered. Next comes the glass board.
- Fire Inspection was held; two issues were discovered and corrected.
- Lighting throughout the building continues to be replaced/upgraded.
- Circulation is still on the upswing, beating last year's circ for three months in a row, due to summer program and displays.

Committee Reports:

- Personnel/Staffing: Mauro's review was satisfactorily completed, and he met or exceeded his goals for the year. Well done!

- Finance/Budget: None
- Policies: Patron Code of Conduct Policy approved on a motion by Steve Bedell, seconded by Drew Van Dam, approved unanimously. Unattended Children Policy approved with revisions on a motion by Drew Van Dam, seconded by Steve Bedell, approved unanimously. Notary Public Policy approved with addition on a motion by Diane Lapsley, seconded by Steve Bedell, approved unanimously. Elimination of the photo form was approved on a motion by Marion Fleischner, seconded by Drew Van Dam, approved unanimously.
- Buildings/Grounds: None:
- Technology: The VOIP phones have been installed by Princeton Hosting Solutions; 12 new phones were installed (Staff room phone was eliminated). Website approval still pending.
- Fundraising: The Friends have funded the Intrepid pass (\$500) and new bilingual AWE computer for the Children's Department (\$2800)
- Negotiations: None:
- Professional Development: Mauro attended MAIN's Digital Services meeting at the Bernard's Township Library; Staff members Rita, Carol, Jocelyn, Lisa and Adrienne attended Leap training at the new MAIN facility in Cedar Knolls.

New Business: It was decided that monthly meetings of the Board of Trustees revert to 6:30 pm.

Old Business: None.

Board Comments: None.

Meeting was adjourned at 7:22 pm on a motion by Marion Fleischner, seconded by Steve Bedell, approved unanimously.

Respectfully submitted,

Marion Fleischner, President 10/16/18

Diane S. Lapsley, Secretary 10/16/18