

.MOUNT OLIVE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

January 15, 2019

A. **Roll Call**

- President Marion Fleischner called the meeting to order at 6:50 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Joanne Onorevole - Treasurer, Steven Bedell – Vice President, Drew Van Dam – Member at Large, Sandra Duffy - Superintendent’s Alternate, Megan Tava-Mayor’s Alternate, and Rhonda Cohen – Business Manager. Absent was Diane Lapsley – Secretary.

B. **Compliance with Open Meetings Act**

- 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. **Public Comments:** None

D. **Agenda Review**

- Public request for items to be on the agenda: None.
- Board request for items to be added to agenda: None

E. **Approval of Minutes**

- **A motion to approve** the minutes for the December 11, 2018 Regular Monthly meeting for the Library’s Board of Trustee with one correction was made by J. Onorevole and seconded by M. Fleischner. **Motion approved with three abstentions.**

F. **President’s Report**

- The President requested that each Board Member review his/her information on the Board Information Sheet and make, if necessary, any corrections so that it can be sent to the Town Clerk’s Office.
- The President thanked every Board Member for his/her diligence and commitment to the Library over the past year and looks forward to an even more productive in 2019.
- The President thanked the Library Director for his dedication and his commitment to the Mount Olive Free Public Library and for his diligence in creating change within the library structurally, technologically, and for patron usage.

G. **Action on Bills**

January 2019:

- **A motion to approve the January 2019 Encumbered List** was made by J. Onorevole and was seconded by S. Bedell VanDam. **Motion approved unanimously.**
- **A motion to approve the January 2019 Capital Improvements Bill List** was made by J. Onorevole and seconded by Drew Van Dam. **Motion approved unanimously.**
- **A motion to approve the January 2019 Bills List** was made M. Fleischner and seconded by S. Bedell. **Motion approved with one abstention.**

H. **Financial Reports**

January 2019:

- **A motion to approve the financial report** was made by S. Bedell and was seconded by D. VanDam. **Motion approved unanimously.**

I. **Library Director’s Report**

- **Communications:** The NJ Library State Survey Report must be submitted by March 15, 2019; the township has passed the resolution regarding statewide library delivery.

- **Building and Grounds:** the window in the YA area was repaired; the complete switchover to a new phone service has taken place; the contracted heating company has made a few repairs; the township added gravel to the back roadway; and the career room is now completely functional minus locks for laptops, further artwork, and a user's manual for Gale's Business Database.
- **Other:** The new website will go live at the end of January; digital comic books are up and running; a new design for library cards that feature our logo need to be created and ordered.
- **State of the Library Report 2018:** The Library Director submitted to the Board of Trustees a detailed accounting of all the accomplishment for 2018 with respect to building and grounds, the career center, technology, policy and personnel, staffing and personnel, programing, stats, key relationships, and pending projects for 2019.

J. Committee Reports

1. **Personnel/Staffing:** none presently
2. **Finance and Budget:**
 - o The Library Director and the Treasurer will make their presentation to the Town Council on Saturday, January 26, 2019.
 - o Thank you M. Magarelli, J. Onorveloe, and R. Cohen for your deligence and expertise concerning the creation of the Library's 2019 budget.
3. **Policy:** none
4. **Buildings/Grounds:** See Director's Report
5. **Technology:** See Director's Report
6. **Fundraising/Grants:** none
7. **Negotiations:** none
8. **Professional Development:** The Library Director attended a Large Libraries meeting in Morris Plains, and the MAIN MAYS meeting was held at the Mount Olive Library

K. Friends of the Library: none

L. New Business:

- A request was made to the Superintendent's Alternate to speak to the high school's art teachers about the possibility of having student work for the career room donated annually.
- A suggestion was made that the Library Director might want to contact the professor from Kean University to see if students were willing to create designs for a reconfiguration of the teen area.

M. Unfinished Business/Action Items: none

N. Public Comments: None

O. Board Comments: None

P. Adjournment

- A **motion to adjourn** the meeting was made by D. VanDam and was seconded by J. Onorevole. **Motion approved unanimously.**
- Meeting adjourned at 8:09 PM.
- **PLEASE NOTE TIME CHANGE OF MONTHLY MEETINGS:** The next meeting is scheduled for Tuesday, February 12, 2019 at 6:30PM.

Marion Fleischner, President Date:

Diane Lapsley, Secretary Date:
 Recorded by Marion Fleischner