

MOUNT OLIVE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

May 14, 2019

A. **Roll Call**

- President Marion Fleischner called the meeting to order at 6:37 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Joanne Onorevole - Treasurer, Drew Van Dam – Member at Large, Sandra Duffy - Superintendent’s Alternate, and Megan Tava- Mayor’s Alternate. Absent were Steven Bedell – Vice President and Rhonda Cohen – Business Manager.

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: request for private session under President’s report.

E. **Approval of Minutes**

- **A motion to approve** the minutes for the April 9, 2019 Regular Monthly Meeting for the Library’s Board of Trustee was made by M. Fleischner and seconded by J Onorevole. **Motion approved with two abstention.**

F. **President’s Report**

- **A motion to go into private session to discuss a legal matter** was made by M. Fleischner and seconded by M. Tava. **Motion approved unanimously.**
- **A motion to return to open session** was made by M. Fleischner and seconded by D. VanDam. **Motion approved unanimously.**
- No vote taken during private session. No discussion needed in open session.
- President Fleischner reported on the dedication for the Gazebo that John Bigger built to complete his Eagle Scout badge. M. Fleischner spoke at the dedication on behalf of the Board of Trustees and R. Cohen spoke on behalf of the dedication plaque for her husband. Beautiful ceremony, beautiful day, lots of boy scouts attended to support their colleague.
- A discussion of the upcoming June 2<sup>nd</sup> Open House ensued. 100 invitations were sent out, food ordered, paper products will be purchased.
- President Fleischner requested that each Board of Trustee member make a concerted effort to attend the Open House on June 2, 2019.
- The President will set up new committee membership and chair people once a new member has been appointed.
- All Board Members have completed his/her Financial Disclosure Statements.

G. **Action on Bills**

May 2019:

- **A motion to approve the April Capital Improvements Bill List** was made by J. Onorevole and seconded by M. Fleischner. **Motion approved unanimously.**
- **A motion to approve the April Bills List** was made J. Onorevole and seconded by D. VanDam. **Motion approved unanimously.**

H. **Financial Reports**

May 2019:

- **A motion to approve the April 2019 financial report with corrections and suggested line changes** was made by J. Onorevole and was seconded by D. VanDam. **Motion approved unanimously.**

I. **Library Director's Report**

- **Communications:** Director attend the BOH "Health Coalition Meeting," which included the topics of transportation, housing, and serving community needs. Offered the Library as a repository for any report and survey that the Coalition would like to disseminate to the public. Director met with town officials concerning Primary Election Day usage of the Library and what preparations, if any, were still needed.
- **Building and Grounds:** Another Eagle Scout asked to do a project for the Library. The Director gave the young man some worthwhile suggestions.
- **Technology:** The revamped website continues to make changes. Video streaming services via Kanopy.com. is now available.
- **MISC:** Summer Reading calendar of events – we have a full agenda. Adult and Children's Flyers ready to go. Library cards designed by High School Students ready for preview by the Board. Construction Bond Act update – the State has sent out a survey asking Libraries about new construction, adding wings, or making buildings ADA compliant. Plates to recognize contributors will be purchased.

J. **Committee Reports**

1. **Personnel/Staffing:** discussion of cell phone usage by staff
2. **Finance and Budget:** question arose about GIF insurance coverage
3. **Policy:** Committee needs to meet to revise/edit card policy and to create key policy
4. **Buildings/Grounds:** request for carpet quotes, request for further window repair quotes
5. **Technology:** The first coding program for middle school children went extremely well 11 people participated at the initial meeting – the children are building a game.
6. **Fundraising/Grants:** none
7. **Negotiations:** none
8. **Professional Development:**
  - The Library Director attended a **MAIN** membership/Board meeting in Randolph, a MAIN digital Road Show at MAIN HQ's, a Director's Meeting at Wharton, a Digitech Committee Meeting at MCL, and a Board Meeting at MAIN HG. The Children's Librarian attended a MAY's meeting at the Chester Library

K. **The Friends of the Library:**

- **The Friends** had a very successful sale date.

L. **New Business:** none

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 M. Fleischner and was seconded by M. Tava. **Motion approved unanimously.**
- Meeting adjourned at 8:30 PM.
- The next meeting is scheduled for Tuesday, June 11, 2019 at 6:30PM.

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Marion Fleischner, President                      Date:

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Recorded by Marion Fleischner                      Date: