

MOUNT OLIVE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

September 10, 2019

A. **Roll Call**

- President Marion Fleischner called the meeting to order at 6:32 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Steven Bedell – Vice President; Joanne Onorevole – Treasurer; Beth Blakey – Secretary; Megan Tava – Mayor’s Alternate; and Drew Van Dam – Member at Large. Absent were Rhonda Cohen – Business Manager and Sandra Duffy – Superintendent’s Alternate.

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:**

D. **Agenda Review**

- Public request for items to be on the agenda: M. Fleischner requested that Eagle Scout Tejas Panigrahi be added to the agenda so that he could present his plan for his Eagle Scout project and that the agenda be suspended so that Mr Panigrahi could present immediately, to which the Board agreed.

- **Eagle Scout Presentation** (Tejas Panigrahi)

T. Panigrahi presented his Eagle Scout proposal to beautify the MOPL entryway sign to the MOPL Board of Trustees. His proposal involves the replacement of the existing rock retaining wall and garden. He will replace the stone structure with new, sturdier stones, clear existing debris behind the sign, plant perennials, and add solar lighting to enhance the night view of MOPL signage. The total budget for the project is \$1,193.43. Benefits of the project include: make more welcoming, neat and tidy look, sturdier, encourage younger scouts to volunteer by enlisting their help. T. Panigrahi has already approached local businesses and home improvement stores for support as well as hosting a summer garage sale to fundraise for this project. Furthermore, M. Panigrahi suggested the placement of a donation box in the library. The timeline for this project is approximately 3 weeks with an anticipation completion date of mid-late October.

**A motion to approve Tejas Panigrahi’s Eagle Scout project** was made by B. Blakey and seconded by D. Van Dam. **Motion unanimously approved.**

F. **Approval of Minutes**

- **A motion to approve the July 16, 2019 Regular Monthly Meeting for the Library’s Board of Trustee** was made by M. Fleischner and seconded by S. Bedell. **Motion approved with three abstentions.**

G. **President’s Report**

- President will defer to committee and Director’s report

H. **Action on Bills**

September 2019:

- **A motion to approve the September Bills List** was made J. Onorevole and seconded by S. Bedell. **Motion approved unanimously.**

I. **Financial Reports**

September 2019:

- **A motion to approve the September 2019 Financial Report** was made by J. Onorevole and seconded by B. Blakey. **Motion approved unanimously.**

J. **Library Director’s Report**

- **Communications:**

- Local author James Rinnovatore has donated his archival collection to the library's heritage room. Furthermore, Mr. Rinnovatore published a book in 2014 about the JFK assassination. An article about Mr. Rinnovatore's donation to the library can be found in the August 8<sup>th</sup> edition of the Mt. Olive Chronicle.
  - Scheduled the annual administrative budget hearing for November 13<sup>th</sup> at 10:15 am
  - Wrote an email to Assemblyman Harold Wirths asking him to support Assembly Bill A3801 which would increase per capita state aid.
- **Building and Grounds:**
    - New scout projects- see Agenda item E
    - Septic Grinder Fail
      - One of two grinder pumps failed on July 5<sup>th</sup>. It was recommended that the 2<sup>nd</sup> pump also be repaired since the two pumps work simultaneously. The 2<sup>nd</sup> pump is scheduled for repair on 9/11.
    - Carpet Replacement- Torn carpet in the reference area was replaced with blue carpet tiles that will be easier to replace in portions.
    - Career Room- New artwork has been loaned by local artist Anna Robles.
    - Copier Contract- Two proposals offered by Document Solutions will include color copier for the children's dept. & for patrons. A suggestion was made that a request for a two or three year contract be made to this company.
  - **Old Business:**
    - New library cards are in the process of being designed. They will feature the Library's new logo and perhaps come in a variety of colors.
  - **Personnel:**
    - A job listing has been posted for a new library assistant for the children's dept.
    - The reference dept. has been presented with a new set of guidelines.
  - **Professional Development:**
    - Library director attended the Digitech Collection Development Meeting Part 1 at the MOPL
    - Library director attended the MAIN Board Retreat at the Sparta Library
    - Library director attended the Digitech Collection Development Meeting Part 2 at the MAIN HQ

#### K. Committee Reports

1. **Personnel/Staffing:**
  - The library director's review is complete and signed by the committee
2. **Finance and Budget:** none
3. **Policy:** none
4. **Buildings/Grounds:** See Library Director's Report
5. **Technology:** none
6. **Fundraising/Grants:** none
7. **Negotiations:** none
8. **Professional Development:** See Library Director's Report

#### L. *The Friends of the Library:*

*The Friends* were not in attendance at this meeting. M. Magarelli presented a proposal on their behalf to host a Comic Con event at MOPL on April 25, 2020 from 10 am – 4 pm. This date has been vetted against the Mount Olive Township calendar and does not appear to conflict with any pre-scheduled events. The event will feature characters, crafts, movies, refreshments, games of chance including a 50/50 raffle. The whole library space will be utilized for this event.

**A motion to approve *The Friends of the Library* Comic Con event** was made by D. Van Dam and seconded by M. Fleischner. **Motion unanimously approved.**

#### M. **New Business:** none

N. **Unfinished Business/Action Items:** none

O. **Public Comments:** none

P. **Board Comments:** none

Q. **Adjournment**

- A **motion to adjourn** the meeting was made by M. Fleischner and was seconded by D. Van Dam. **Motion approved unanimously.**
- Meeting adjourned at 7:57 PM.
- The next meeting is scheduled for Tuesday, October 15, 2019 at 6:30PM.

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Marion Fleischner, President                      Date:

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Beth Blakey, Secretary                              Date: