

MOUNT OLIVE FREE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

March 10, 2020

A. **Roll Call**

- President Marion Fleischner called the meeting to order at 6:33 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Joanne Onorevole – Vice President, Beth Blakey – Secretary, Meghan Tava- Mayor’s Alternate, Vranda Kamath – Trustee-at-Large, and Rhonda Cohen – Business Manager (for first portion of the meeting). Absent were Matthew Robinson - Superintendent’s Alternate and Drew VanDam - Treasurer

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.

E. **Approval of Minutes**

- The minutes for the Reorganization Meeting held on January 14, 2020 and the minutes for the Regular Monthly Meeting held on January 14, 2020 both for the Library’s Board of Trustee were tabled as a quorum of Trustees present for these meetings were not available for a vote.
- **A motion to approve the February 11, 2020 Regular Monthly Meeting for the Library’s Board of Trustee** was made by B. Blakey and seconded by V. Kamath. **Motion approved with one abstention.**

F. **President’s Report - none**

G. **Action on Bills**

March 2020:

- **A motion to approve the March 2020 Bills List** was made by J. Onorevole and was seconded by M. Fleischner **Motion approved unanimously.**

H. **Financial Reports**

March 2020:

- **A motion to approve the financial report** was made by B. Blakey and was seconded by J. Onorevole. **Motion approved unanimously.**

I. **Library Director’s Report**

• **Communications:**

- The NJ Library State Survey Report has been signed and will be submitted electronically before March 15, 2020.
- *Mount Olive Pantry* sent a letter of thanks for the Library’s participation in the February food drive.
- *Mount Olive Life Publications* did a feature article on the Library for its March issue, which was very complimentary and gave quite an overview of what the Library has to offer its patrons of all ages.
- The Library Director told the Board of Trustees of the updates from the Township and the Mount Olive Board of Health concerning the corona virus and the public’s concern. M. Magarelli then continued explaining to the Board the Library’s preparedness with janitorial work, staff taking measures, and the Children’s department’s actions.
- A serious discussion ensued about upcoming potential measures the Library will take to protect its patrons and its staff and how it will work with the township with regard to the potential virus within the township and its parameters.

- **Building and Grounds:**
  - ADA Compliant doors are up and running and two plaques commemorating the donation by the Katharine E. Jensen Memorial Foundation have been ordered and will be placed in the front entrance.
- **Technology:** Triad Security will add an additional three (3) cameras to the “staff” parking lot areas and with one camera focused on the dumpster to discourage illegal dumping.
- **Personnel:** The Director held a department head meeting to discuss upcoming project and goals between each department.
- **Circulation and Stats:** The Director explained these statistics to demonstrate the changes from 2017 – to the present, which have pointed to increases.

**J. Committee Reports**

1. **Personnel/Staffing: None**
2. **Finance and Budget:** see Director’s Report
3. **Policy:** none
4. **Buildings/Grounds:** See Director’s Report
5. **Technology:** See Director’s Report
6. **Fundraising/Grants:** none
7. **Negotiations:**
  - The union manage/representative sent a digital copy of the complete 2020-2022 contract that has been reviewed by the Library Director and the President. A few questions have yet to answered.
8. **Professional Development:** The Library Director attended a Director’s meeting, a MAIN Board meeting, and a Digitech Committee meeting. The Children’s Librarian members attended a Mays meeting.

**K. Friends of the Library:**

- Have decided to continue funding the Intrepid Pass, the Guggenheim museum, and the Brooklyn Botanic Garden.
- This group have decided not to continue funding the HotSpot Program; therefore, the Library will fund this highly popular program.

**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 B. Blakey and was seconded by V. Kamath. **Motion approved unanimously.**
- Meeting adjourned at 7:42 PM.
- The next meeting is scheduled for Tuesday, April 14, 2020 at 6:30PM.

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 Marion Fleischner, President                      Date:

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 Beth Blakey, Secretary                              Date: