

MOUNT OLIVE PUBLIC LIBRARY

Minutes

Board of Trustees Meeting

October 14, 2020

A. Roll Call

- President Marion Fleischner (via teleconference) called the meeting to order at 6:32 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Joanne Onorevole – Vice President; Vranda Kamath – Trustee-at-Large; Drew VanDam – Treasurer; Beth Blakey – Secretary, and Meghan Tava- Mayor’s Alternate, and Rhonda Cohen – Business Manager. Absent were. Matthew Robinson - 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: 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 September 15, 2020 had to be tabled, as there were not a sufficient number of Board Members present at the September meeting to vote.

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F. President’s Report - None

G. Action on Bills

- Slow on income as a result of the closure, but the Library is reviving up our program lists.
- A **motion to approve the October 2020 Bills List** was made J. Onorevole and was seconded by V. Kamath. **Motion approved with one abstention.**

H. Financial Reports

- A **motion to approve the October 2020 Financial Report** was made by B. Blakey and was seconded by D. VanDam. **Motion approved unanimously.**

I. Library Director’s Report

- Phase 3 of Library Reopening Thus Far has gone well. No major hiccups to report, most patrons are extremely grateful they are able to use the library in some capacity.
- Our reopening procedures are on par or more open compared to other neighboring libraries.
- No further opening recommendations at this point.
- We will review the limitation of twenty-five people in accordance with state guidelines
- Possibility of opening further in November.

Building and Grounds:

After five (5) visits, the Exterminator has finally gotten the wasps under control, along with the cold weather.

Roof: roof repair was done to address the growing leaks in the “Great Room.” Follow up repairs to address some continued leak problems will occur.

Inspections:

- HVAC fall maintenance scheduled
- Backflow inspection passed

- Sprinkler inspection passed
 - Fire Alarm and Fire Extinguisher Inspection pending
- Banners:** The township and the Mount Olive Recreation Department are arranging for banners on each lamppost (at the library) in order to celebrate the 150th Anniversary of Mount Olive. The banners will be free, since the Mount Olive Recreation Department will get sponsors; however, the Flag for the Library's flag post will cost the Library approximately \$299.00
- M.A.I.N.:** Bernardsville is now a part of M.A.I.N. Bernardsville will be the 39th public library to join the consortium. 1 of 3 libraries that are located outside of Morris County. For 2021, the M.A.I.N.'s assessment will not increase. M.A.I.N. libraries will be fine free for the remainder of the year.
- Crafts:** Curbside crafts have been organized and are being distributed: Gingerbread House, Tie-Dye Masks, and lots more. Every two weeks there will be adult crafts – look online for programs and to sign up

Children's Department: newsletter – look to see all the wonderful activities

J. Committee Reports

1. **Personnel/Staffing:** one staff member has chosen to retire
2. **Finance and Budget:**
 - The Mount Olive Library has received its 1/3 of a mil status for 2021.
 - State Aid has arrived but is not yet reflected in the October income.
 - Budget meeting with the Mayor's office will be held on November 9, 2020 at noon.
3. **Policy:** none
4. **Buildings/Grounds:**
 - See Director's Report
5. **Technology:** none
6. **Fundraising/Grants:** none
7. **Negotiations:** none
8. **Professional Development:** The Virtual Trustee Workshop will be held on Saturday, October 17, 2020 from 9am – 1pm. Two Board of Trustee Members will view this workshop.

K. Friends of the Library:

- According to the Friends' President they did not hold their annual membership meeting; therefore, this organization is currently in limbo status.

L. **New Business:** none

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

N. **Board Comments:** none

O. Adjournment

- A **motion to adjourn** the meeting was made by J. Onorevole and was seconded by D. VanDam. **Motion approved unanimously.**
- Meeting adjourned at 7:31 PM.
- The next meeting is scheduled for Tuesday, November 10, 2020 at 6:30PM.

Marion Fleischner, President Date:

Beth Blakey, Secretary Date:
Written by M. Fleischner