

Union Township Public Library
Board of Trustees Meeting
Minutes
November 15, 2016

Call to Order at 6:00pm

Announcement of compliance with the Open Public Meetings Law

Roll Call: Jackie Carter, Laura Muller, Thomas Layden, Cecilia Wisniewski, Sally Straus, Nancy Minneci, Doris D'Elia, Karen O'Malley, Samantha Fasanello-attorney

Excused: Jeanette Cantalupo, Carl Cole

Approval of minutes of October 2016 meeting: motion to accept made by Jackie Carter and seconded by Sally Straus. One abstention-Laura Muller-all others in attendance approved.

Correspondence: Laura Muller read a letter received from Jeanette Cantalupo that expressed her family's thanks to the Board members for the donation made in memory of Jeanette's daughter Judy, who recently passed away.

Financial Report

- Resolution 2016-14 Authorizing Payment of Bills Presented-Doris D'Elia made a motion to accept this resolution as presented. Thomas Layden seconded the motion. All Board members attending approved.
- A motion to accept the November financial reports as presented was made by Doris D'Elia and seconded by Laura Muller. All Board members in attendance approved.
- A motion to accept the corrected October financial reports as presented was made by Doris D'Elia and seconded by Laura Muller. All Board members in attendance approved.

Director's Report - Ms. O'Malley read her Director's report

Reports of Committees and Board Members-no reports

Doris D'Elia reported for Friends of the Library:

- Friends of the Library are still waiting to hear back about the American Legion for confirmation of the date but the tentative date is March 23 for the Paint and Sip fundraiser.
- The Friends will also be donating funds for a Krayon Kiosk for the Vauxhall Library with two iPads.
- Nunzio's fundraiser raised \$250.

Old Business

- Ms. O'Malley presented three quotes as requested by the Board for accounting firms to set-up the library's financials for next year. Two quotes were for \$2500 and one was for \$750. While the first two offered additional hours and training, the Director felt comfortable going with the lower quoted firm at this time as they were recommended from the director of a local public library. This will be done this year and all new financials in 2017. The director asks the Board to think about other reports they want in the New Year.

The Board agreed to hire Beyond Your Books for this job. Motion to accept was made by Doris D'Elia and seconded by Laura Muller. All Board members in attendance in favor.

New Business

- The Director reminded Board members of the requirement for seven (7) hours of training each year for Board members. She let them know that she will have a training set up for Board members following the next Board meeting.
 - The director handed out a flyer with webinars that Board members can participate in on their own as well.
- The Director handed out the preliminary budget for 2017 to the Board. She reviewed the changes and the needs from the Township to keep the library working. Ms. O'Malley said health expenses accounted for the highest increase in budget.

Comments from the Public:

Confirm next meeting date: December 20, 2016

Motion to adjourn was made by Thomas Layden and seconded by Sally Straus. All Board members in attendance in favor. Meeting was adjourned at 6:15pm.