

Union Township Public Library
Board of Trustees Meeting
Minutes of January 24, 2017

Call to Order at 6:04pm

Announcement of compliance with the Open Public Meetings Law

Roll Call

Present: J Carter, Mr. Layden, Ms. Minneci, Ms. Muller, Mr. Le, Ms. Strauss, Ms. D'Elia, Ms. O'Malley, Ms. Fasanello

Excused: Jeanette Cantalupo, Carl Cole

A quorum is present meeting called to order.

Approval of minutes of December 2016 meeting-motion to approve made by Ms. Carter and seconded by Ms. Muller. All present in favor with one abstention by Mr. Le.

One correction-added Ms. Straus to last meeting minutes of attendees.

Correspondence-none

Financial Report

- Resolution 2017-1 Authorizing Payment of Bills Presented- Ms. Straus made motion, seconded by Ms. Muller; all present in favor.
- Resolution 2017-2 Authorizing the Director to pay regular monthly bills prior to Board meeting as listed in Resolution. Motion to accept made by Ms. Carter, seconded by Mr. Tom Layden. All present in favor.

Director's Report- Ms. O'Malley read the Director's Report.

Reports of Committees and Board Members

Ms. Straus: Art Gallery-the reception was changed to January 12. We have a talented artist showing his work. Ms. Straus encouraged all to take a peek at the exhibit and reiterated her belief that the library is lucky to have the gallery - it is unique and makes the library stand out.

Friends of the Library: Ms. D'Elia reminded all that the Friends Paint and Sip fundraiser is on March 23 at 6:30pm-10pm at the American Legion Hall. Tickets are \$30 each sold only through the library. Bring your own snacks and drinks. Ms. O'Malley said it is going to be a lot of fun and has started recruiting attendees. Ms. D'Elia added there may be gift baskets as well.

Old Business:

- Strategic Plans - Ms. O'Malley got two quotes; we need a committee and we may think about tabling this strategic plan until the Library Building project.

New Business

- Ms. O'Malley created a set of goals for 2017 in lieu of an official strategic plan.
- A Personnel Action Report was handed out to the Board.
- A new report sample was created by Ms. O'Malley that instead of a twenty page report is presented in graphic form. We will keep the entire document but is asking if the graphic is better. All Board members were in agreement that the new presentation was easy to read and were positive about it.
- Children's department collection has not been updated in decades. Ms. O'Malley suggested that we bring in Pro-Libra to help update the collection. It is difficult for the librarian to do her job and refresh the collection at the same time. We pay the company \$46/hour. Will need the Board to approve at the next meeting.
- Branding/professional logo needed. Request to vote on expenditure. Motion to approve to purchase up to \$300 made by L. Muller and seconded by J. Carter. All present in favor.

Comments from the Public-none

Confirm next meeting date: February 28

Motion to go into Executive session made by Jackie Carter and seconded by Laura Muller at 6:29pm.

Motion to rise from executive session made by Laura Muller and seconded by Ms. Carter at 6:43pm

Action: Ms. D'Elia announced the Board took the following action: approved promotion of KJ to Librarian 2 at salary of \$58,400. All present in favor.

Adjourned meeting: motion made by Thomas Layden and seconded by Laura Muller at 6:43pm. All present in favor.