

Union Township Public Library
Board of Trustees Meeting
Minutes
September 25, 2018

Call to Order at 6:30 pm

Announcement of compliance with the Open Public Meetings Law

Roll Call

Present: Jeanette Cantalupo, Jackie Carter, Doris D'Elia, Mary Lewis, Nancy Minneci, Laura Muller, Sally Straus, Karen O'Malley, Gianna Bove

Excused: Steven Le, George Williams

Approval of Minutes

- June 2018 regular meeting-motion to approve the June 2018 minutes made by Jackie Carter and seconded by Jeanette Cantalupo. All present in favor with two abstentions: Mary Lewis and Nancy Minneci. Motion carried.
- July 2018 Special Board meeting-motion to approve the July Special Board meeting made by Laura Muller and seconded by Jackie Carter. All present in favor with one abstained-Jeanette Cantalupo.

Correspondence-Ms. O'Malley read the following:

- Letter from Library Link NJ re: \$500 delivery cost to libraries through June 30, 2019.
- Letter from e-library (Overdrive) indicating the large increase in participation in this program. With more than 7000 annual circulations, we need to continue with Overdrive through the consortium.
- Grant Award-a vote to approve accepting the grant was requested by the director and the motion was made by Jackie Carter and seconded by Nancy Minneci. All present in favor, motion carried.

Financial Reports for June, July, Aug -review of financials from Nancy Minneci. Motion to accept made by Jeanette Cantalupo and seconded by Jackie Carter. All present in favor.

- Bank Reconciliation
- Bills List
- Payroll

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

Sally Straus made a comment that she approves of the reports; they are well-written and concise yet explains clearly what is going on at the library. Ms. Straus went on to say she appreciates the hard work that is put in to make the library run.

Reports of Committees:

Art Gallery-The current exhibit had its opening on Thursday, September 6, the same night as the Friends of the Library meeting. Ms. Straus invited members to come down after the meeting and she appreciates everyone that attended. Ms. O'Malley states that she attended and met with the artist before the meeting started and before Ms. Straus arrived.

Building-report on the meeting that took place with DKA and the Township regarding the renovation project. It was a good meeting and report. The library Board was well represented and the vast knowledge that Dennis brings to the project will serve the community greatly. There were some unanswered questions and challenges ahead but we have some time now that the grants will not be ready to apply for until Spring 2019.

Finance/Budget-a meeting will be scheduled for October to discuss the 2019 budget.

Friends of the Library -Ms. D'Elia spoke about the Boscov's fundraiser that the group is working on.

Personnel-a committee meeting will be scheduled in October to discuss pending personnel issues for 2019 and beyond.

Technology-Ms. O'Malley reported that work has begun on Technology Strategic Plan and that a meeting with this committee can be scheduled once the plan is completed in draft for review of this committee.

Old Business

- Resolution 2018-5a-to state amount approved in Resolution 2018-5. The difference between the full and quick study were discussed. A vote to determine the full amount to be authorized to pay Dennis Kowal Architects was voted on (see resolution).

New Business

- Elevator Contract-Resolution 2018-6-Two contracts were reviewed and a vote to choose the elevator company for 2019 was voted on (see resolution).
- Budget Committee Meeting Date - Monday, Oct. 15 at 6 pm Nancy Minneci, Steven Le, George Williams. KO will send invite.
- Personnel meeting date- Oct. 16th at 6:30 pm Jackie Carter, Laura Muller, Nancy Minneci

Comments from the Public-none

Confirm next meeting date: Tuesday October 23, 2018 at Vauxhall Library

Adjournment-motion to adjourn made by Jackie Carter and seconded by Nancy Minneci. All present in favor. Meeting concluded at 7:04pm.

