

Union Township Public Library
Board of Trustees Meeting
Minutes
November 27, 2018

Meeting was called to order at 6:30pm by Ms. D'Elia.

Announcement of compliance with the Open Public Meetings Law

Roll Call, Present: Jeanette Cantalupo, Jackie Carter, Doris D'Elia, Steven Le, Mary Lewis, Nancy Minneci, Laura Muller, Sally Straus, Karen O'Malley, Tim Donahue, Library Atty.

Excused: George Williams

Approval of Minutes of the:

- October 2018 Regular Board meeting. A motion to approve the Oct. minutes was made by Laura Muller and seconded by Jackie Carter. All present in favor, two abstained: Nancy Minneci and Steven Le.

Correspondence

- None

Financial Reports for October -Nancy Minneci reported that the financials are in order and recommends moving for acceptance. 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 the Director's Report.

Reports of Committees:

Art Gallery-Ms. Straus reported that the current exhibit is called 'Tis the Season and features album covers through the decades of Christmas Music. It will run through December 29th.

Friends of the Library-Ms. D'Elia reported that the FOL film program, co-sponsored by Rotary, which included a viewing of the documentary, American Carney, was successful. This evening included viewing of the film followed by discussion with the director at Dava where wine and appetizers were enjoyed.

Personnel-Ms. Carter reported that she is scheduled to meet with Tim Donahue the next week to complete the director's MOU and that this document as well as the 2017 and 2018 evaluation will be completed by next Board meeting.

Old Business -none

New Business

- Schedule of Board Meetings 2019. A motion to accept the meeting dates as presented was made by Jeanette Cantalupo and seconded by Nancy Minneci. All present in favor.
- Review of Trustee Training attended by Doris D'Elia and Mary Lewis. Ms. D'Elia and Mary Lewis shared a written and verbal report about the Trustee Training they took part in. Ms. Carter thanked them both for attending. Ms. O'Malley reminded the Board members that each year they have to get at least seven hours of training and that they have met this requirement by attending this training.
- Ms. O'Malley reported that the Friends of the Library donated funds to have a public scanner at the library and it was presently being set-up.
- And, Ms. O'Malley also reported that the approved funding for teen computers were purchased and presently being set-up as well.
- Ms. Carter read a commendation that Ms. Bell received from a very happy patron who remarked that she and her family feel welcomed at the library because of the time given to them by Ms. Bell, whose professionalism and care did not go unnoticed.
Congratulations to Ms. Bell.

Comments from the Public-none

Mr. Le made a motion to move into Executive Session to discuss Budget and Personnel topics. This was seconded by Laura Muller. All present in favor. The Board went in Executive Session at 6:50. A motion to rise from Executive Session was made by Steve Le and seconded by Jackie Carter. All present in favor. The Board rose from E.S. at 7:05pm. No action was taken.

Confirm next meeting date: Tuesday December 18, 2018

Motion to adjourn made by Jeanette Cantalupo and seconded by Jackie Carter. All present in favor. Meeting ended at 7:05pm.