

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
August 15, 2018**

CALL TO ORDER: 6:00 P.M.

FIRE SAFETY INFORMATION: Provided by Mr. Stridick

OPEN PUBLIC MEETING LAW STATEMENT:

Mr. Stridick stated that this meeting is being held in compliance with the Open Public Meetings Act. Notice of the meeting was provided by way of the Burlington County Times, the Central Record, and the Mount Laurel Sun, and it was posted in the library and on its website.

ROLL CALL:

Gina Acerbo - present
Diane Blair - present
Karen Cohen - *absent*
Noreen Duffey - present
Kurt Folcher - present
Marie Kromplewski - *absent*
Dennis Marks - present
Stephanie Sawyer - present
Walter Stridick - present

ALSO PRESENT:

Keith Trimble, Esq.
Becky Boydston
Gayle McCormick

PUBLIC COMMENT: None

APPROVAL of MINUTES:

Approval of minutes of July 18, 2018 meeting
Motion: Mr. Marks
2nd: Ms. Acerbo
5 yes votes
2 abstentions

APPROVAL of BILL LIST plus BILL LIST ADDENDUM 1 and ADDENDUM 2:

Motion: Mr. Folcher
2nd: Ms. Sawyer
Roll Call: 7 yes votes

REPORT from LIBRARY STAFF:

Parking Lot Improvements

The parking lot project is almost finished. A few signs still need to be installed. Electricity to the digital sign and parking lot lights was cut during parking lot excavation and will be restored soon. A change order for this repair appears below.

Mr. Marks questioned whether the library should have to pay for the repair. Ms. Boydston explained that the scope of work is a necessary upgrade since the buried wires were not originally encased in conduit. To avoid future problems, Mr. Marks suggests digitizing the library's as-builts so all buried lines can be easily located and marked.

Rearranging the Library Collection

The process of rearranging shelves is ongoing. Older materials are being weeded to make room for newer items. The purpose is to freshen the appearance of the library's collection and optimize floor space.

Donations

New tables and chairs have been ordered for the Craft Room. They will be more functional and easier to move. The expense was offset by a \$500 memorial donation from the family of a long-time patron.

The Rotary Club of Mount Laurel said they will donate a Cricut Machine valued around \$480 for use in the Maker Space. A sign acknowledging their donation will be installed near the new equipment.

Nature Nick

Nature Nick's exotic animal show took place August 11th. The program was well attended and happy parents shared photos on social media.

OLD BUSINESS:

Mr. Stridick asked about the status of state funding for libraries' capital improvement projects as approved by bond referendum several months ago. Ms. Boydston explained that New Jersey state officials have not yet finalized the application process.

NEW BUSINESS:

RESOLUTION 2018-32: Approve Change Order to Parking Lot Contract

As described above in the Report from Library Staff, Ms. Boydston seeks approval to increase payment to Paving Plus by \$12,000 to cover electrical repairs and upgrades.

Motion to approve: Mr. Folcher
2nd: Ms. Duffey
Roll Call: 7 yes votes

APPROVAL of BILL LIST ADDENDUM 3:

Upon approval of Resolution 2018-32 a bill for payment to parking lot contractor, Paving Plus, was presented for approval.

Motion to approve: Mr. Folcher
2nd: Mr. Marks
Roll Call: 7 yes votes

RESOLUTION 2018-33: Authorization to Sell Surplus on Better World Books

This is a continuation of periodic effort to remove outdated and otherwise unusable materials (books, DVDs) from the library's collection since the last approval.

Motion to approve: Ms. Acerbo
2nd: Ms. Duffey
Roll Call: 7 yes votes

RESOLUTION 2018-34: Staff In-Service Day

Ms. Boydston seeks approval for a staff in-service day on Tuesday, 12/4/18. The library will be closed to the public for the day so all staff members can take part in programs such as active shooter training. Plans are still being developed for other programs or presentations which could benefit staff members and the library as a whole.

Motion to approve: Mr. Marks
2nd: Ms. Blair
Roll Call: 7 yes votes

Trustee Institute

A workshop titled "Planning for Innovation in Today's Libraries" will be held Saturday 10/27/18. One trustee may attend for free and the library has funds available to cover enrollment for other trustees who wish to attend. Since the group must collectively report at least 7 hours of continuing education annually to retain state funding for the library, this training would be a good opportunity to meet that requirement if anyone is able to attend.

Reminder about September Meeting

Next month's Board of Trustees meeting will be held on 9/12/18 which is the second Wednesday of the month rather than the third. It will take place at the usual hour and location.

PUBLIC COMMENT: None

ADJOURNMENT:

Motion to adjourn at 6:25 PM: Ms. Sawyer

2nd: Ms. Duffey

All in favor