

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
December 20, 2017**

CALL TO ORDER: 6:35 P.M.

FIRE SAFETY INFORMATION: Provided by Ms. Kromplewski

OPEN PUBLIC MEETING LAW STATEMENT:

Ms. Kromplewski 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:

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

ALSO PRESENT:

John Armano, Esq.
Becky Boydston
Gayle McCormick

PUBLIC COMMENT: None

APPROVAL of MINUTES:

Approval of November 15, 2017 minutes of meeting, regular session and executive session:

Motion: Mr. Folcher, 2nd Mr. Stridick

Roll Call: 5 yes votes

APPROVAL of BILL LIST and BILL LIST ADDENDUM:

Motion: Mr. Stridick, 2nd Ms. Cohen

Roll Call: 5 yes votes

REPORT from LIBRARY STAFF:

Staff Day

Staff Day went well. The Birds of a Feather program was a fun and enlightening exercise to promote teamwork and understanding of different personality styles in the workplace. Staff members also received instruction and training to use the new AED (defibrillator) device. CPR training will be scheduled in the near future.

New Tables and Chairs

The new tables and chairs are in use and look good with the carpet and paint.

OLD BUSINESS: Nothing to discuss.

NEW BUSINESS:

RFPs

The library received only one response in each professional service category to our requests for proposal. Appointments will be formalized at the January 2018 reorganization meeting.

RESOLUTION 2017-42: Vote to Conduct Executive Session

Closed session was proposed to discuss matters involving union negotiations. The session was expected to last about 10 minutes. This vote includes authority for Trustees to come out of executive session and take further action when finished.

Motion to approve: Mr. Folcher, 2nd Mr. Stridick

Roll Call: 5 yes votes

Executive session was held from 6:40 PM to 6:47 PM.

RESOLUTION 2017-43: Transfer of Funds

Ms. Boydston explained that some 2017 budget lines were in need of additional funds while other lines were underspent. Moving funds between lines does not change the overall budget. In particular, the health insurance line was about \$10,000 short because a payment deferral from several years ago had been carried forward until now. The health insurance payments are now current rather than a month behind. Also, funds were moved to the line for capital expenditures in anticipation of the parking lot improvement project.

Motion to approve: Mr. Folcher, 2nd Ms. Duffey

Roll Call: 5 yes votes

RESOLUTION 2017-44: 2018 Budget

The proposed 2018 budget includes minor changes from 2017. Revenue is expected to increase slightly since the third of a mill library funding formula will be computed on higher equalized property valuation. Additional funding is requested for e-books and other digital resources. Another \$200,000 will be budgeted for capital expenditures.

Motion to approve: Mr. Folcher, 2nd Mr. Stridick

Roll Call: 5 yes votes

RESOLUTION 2017-45: Cancellation of Outstanding Checks

Some checks disbursed as far back as 2015 have not cleared our bank account for various reasons. Reasonable attempts were made to determine whether library liabilities were satisfied. The matters, considered closed, may be revisited in the future if payment must be reissued.

Motion to approve: Mr. Stridick, 2nd Ms. Duffey

Roll Call: 5 yes votes

RESOLUTION 2017-46: Authorization to Sell Surplus on GovDeals.com

My Boydston seeks permission to auction items which are no longer used in the library including old tables and chairs plus a few other miscellaneous outdated items.

Motion to approve: Mr. Folcher, 2nd Ms. Cohen

Roll Call: 5 yes votes

PUBLIC COMMENT: None

ADJOURNMENT:

Motion to adjourn at 6:55 PM: Mr. Folcher, 2nd Ms. Duffey, All in favor.