

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP  
BOARD OF TRUSTEES  
Regularly Scheduled Meeting March 19, 2014**

**A. Call to Order:**

The regularly scheduled March meeting of the Free Public Library of Monroe Township Board of Trustees was called to order by President King. Those Present: Mr. Pohler, Mr. Garbowski, Ms. Patterson, Ms. Betterly, Ms. Davi, Ms. Samoyan, Mr. Paredes and President King. Ms. King confirmed that tonight's meeting is held in compliance with the requirements of the Open Public Meetings Act.

**B. Public Portion:**

Ms. King opened the Public portion of the meeting. There were no members of the public present. Ms. King closed the Public portion.

**C. Approve Minutes of February 2014 Meeting:**

Ms. King confirmed that Board members had received a copy of the February minutes. Motion to approve the minutes of the February meeting was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

**D. Financial Reports:**

Off the record to allow Board review of reports. Back on the record.

**1. Approve Financial Reports:**

Motion to approve the financial reports was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

**2. Approve Payment of Vouchers:**

Motion to approve payment of vouchers was made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor.

**E. Director's Report:**

**State Library Report**

Mr. Paredes reported that the State Library Report has been completed, submitted and approved.

**Unfinished Space:**

Mr. Paredes noted that electrical closets, HVAC duct work and sprinkler heads as required for a suspended ceiling are on schedule and work is being completed in what will become Meeting Room C.

**Bench to Honor John Sharp:**

The Williamstown Rotary (not the Sunrise "breakfast" Rotary) would like to place a bench at the Library to honor John "Winnie" Sharp. They have the bench. Mr. Paredes discussed locations with the Board. One suggestion was on the Marsha Avenue entrance to the new Meeting Room.

**Sewer Lines:**

The MUA flushed the street sewer lines which were filled with toilet paper and paper towels where not enough water was pushing the paper through. In addition to the issue of sufficient water force is abuse of paper towels thrown on the floors, sinks and doorways in the men's room. Installation of hand dryers in both public rest rooms was discussed. Another suggestion by Mr. Pohler was scheduling sewer pipe clean outs more often.

**Electronic Sign:**

Several Board members recommended keeping dates more current on the sign.

**Commemorative Bricks:**

Mr. Paredes noted a recent inquiry about purchasing memorial bricks. The Board discussed this promotion and whether it would be possible to purchase a single brick or feasible to reinstate the program. Mr. Paredes will look into some new ideas and will get back to the Board.

**F. Committee Reports:****Garden Committee:**

Mr. Pohler reported that he attended a Camellia seminar in Jackson, New Jersey recently. He purchased two varieties of Camellias for the Library garden. He noted he will be taking some plantings out and replacing them with plants which will be more attractive. Next Saturday will be a work session with a rain date of April 5, 2014. Time will be 10:00 until 12:00. Mr. Pohler said any help is appreciated. He said he is continuing to purchase plants for the new Meeting Room which is almost finished. Mr. Paredes will be conducting a tour of the space for Board Members following tonight's meeting.

**Fund Raising Committee:**

Ms. Betterly reported that this year's Library Night at the Library IV Restaurant will be May 28, 2014. She will be confirming with the restaurant. Ms. Betterly said she spoke with Karen about preparing little goody bags as favors for the occasion. Ms. Betterly will redo the paperwork. She noted that 10% of the proceeds will go to benefit the Library. The Board discussed with Mr. Garbowski their hopes that members of Council would attend this year.

Ms. Betterly noted the Friends of the Library Flea Market is scheduled for Saturday, May 3<sup>rd</sup> and May 10<sup>th</sup> as a rain date. She discussed opening the front gate for food vendors and opening the Gazebo area for seating.

**G. New Business:**

**Meet the Authors:**

This year's Meet the Authors will be held on April 12, 2014 from 1:00pm to 3:00pm. Mr. Paredes noted that there would be approximately 22 authors attending. Mr. Paredes said he tried to get Carol Erickson to attend but so far has not been successful.

**Council Meeting Presentations:**

At the televised April 28, 2014 Council Meeting, the Mayor and Mr. Garbowski, President of Council, will present Proclamations of Appreciation to the students who contributed their art work for the beautification program at the Library. All Board Members will be in attendance with Mr. Paredes to honor the young artists.

**Movie Night:**

Mr. Paredes will check with the Mayor's Office to see if they were notified by the County about this year's Movie Night. The County requests approval by the Mayor before scheduling the event. Mr. Pohler noted the County even provides popcorn for the event.

**H. Old Business:**

**1. Appointment of Attorney:**

Ms. King said she contacted Tim McHugh and he is very interested in being appointed as legal counsel to the Library Board for 2014. Motion to appoint Attorney McHugh as the Board's legal counsel for 2014 was made by Mr. Pohler, seconded by Ms. Samoyan. All voted in favor.

**2. Coffee Shop RFP**

Mr. Garbowski said he will set up a meeting with Chuck Fiore to discuss details required for the RFP that is being reviewed by him. He and Mr. Paredes will attend.

**I. Adjournment:**

Motion to adjourn was made by Ms. Betterly, seconded by Ms. Patterson. All voted in favor. The meeting was adjourned at 7:30 p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President

**Board of Trustees**