

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting September 16, 2015

A. Call to Order:

The regularly scheduled September meeting of the Free Public Library of Monroe Township Board of Trustees was called to order by President King at 7:00 p.m. Those present: Mr. Pohler, Ms. Patterson, Ms. Betterly, Ms. Samoyan, Mr. Paredes, and Ms. King. Ms. King noted 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 June 2015 Meeting:

Motion to approve the minutes of the June 2015 meeting was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

D. Financial Reports: Off the record to permit review of the Financial Reports. Back on the record.

1. Approve Financial Reports:

- a. **June** – Motion to approve the Financial Reports for June was made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor.
- b. **July** – Motion to approve the Financial Reports for July was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.
- c. **August** – Motion to approve the Financial Reports for August was made by Mr. Pohler, seconded by Ms. Patterson. All voted in favor.

2. Approve Payment of Vouchers:

- a. **June** -
- b. **July** -
- c. **August** -

Motion to approve the payment of Vouchers for June, July and August was made by Mr. Pohler, seconded by Ms. Samoyan. All voted in favor.

E. Director's Report:

Adjustments to Budget Category Allocations

Mr. Paredes reported on activities over the summer which resulted in revisions to the 2015 Budget categories. Motion to approve changes in Budget category allocations was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

Illegal Downloading

Mr. Paredes reported on a case of illegal downloading of bootleg material which activity drains the entire network. He noted the Police were called upon discovery, however, the responsible party was not found.

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TLC

A quote was offered by TLC relative to cutting the Library grass from April 26 until October next year. The estimate was discussed with the Board. Mr. Pohler related that he was having difficulty doing the cutting during the hottest part of the summer. He said he is beginning to realize that in times of extreme weather conditions, doing such strenuous work is getting beyond his ability. He discussed areas of concern if professional mowers try cost cutting in certain areas which require greater time and care such as the gazebo area and the dry river bed. Mr. Pohler also informed the Board about clean up problems in the garden/gazebo area with cigarette butts and chewing gum on the gazebo floor. Board members discussed plans for next season and seemed unanimous in their feeling to proceed with a professional team of mowers, with Mr. Pohler's safety of greatest importance.

Electrical Lighting Improvements Out To Bid:

Mr. Paredes noted that Kevin prepared the specs for bidding on the project.

Confidentiality Policy For Children:

Mr. Paredes outlined a Confidentiality Policy For Children which he is recommending for Board approval. Motion to approve Confidentiality Policy in accordance with Mr. Paredes' recommendations was made by Ms. Samoyan; seconded by Ms. Betterly. All voted in favor.

Busy Summer:

Mr. Paredes reported that the Library had a very busy summer especially with Children's Programs.

Senior Programs:

Mr. Paredes noted Jennifer has been having success with seniors and a Friday With Frank Sinatra program. Plans to show Sinatra Concerts will be offered possibly from 2:00 p.m. to 4:00 p.m. on Fridays in the future.

Other subjects discussed were November Food Fines, Email lists, a chess club, Moon Bounce, Shoppers' Guide ads and Movies In The Park. Mr. Paredes reported that the Township removed debris from the roof drain.

F. Committee Reports:

Garden Committee

Mr. Pohler reported on the damage from the June 23rd storm. He noted that the wildflower meadow needs irrigation so he won't be doing meadow plantings in the larger areas because of the watering needed. Mr. Pohler also reported that somebody stole the Library sprinkler. A report concerning mowing was given earlier in the meeting.

Fund Raising Committee

Ms. Betterly reported that the Friends Group is preparing for the next Book Sale which will be October 7th through October 10th. The Book Sale will be held in

Meeting Room C. A craft show is planned for November 14th. Mr. Pohler requested that the plants he has positioned for best light and sun in the area of the Book Sale not be moved. Ms. Betterly noted that the Night at the Library IV Restaurant raised \$170.00. She said on Monday, October 5th, the Friends are going to start setting up for the Book Sale. The Board discussed the need for flyers relative to the Book Sale and in particular one for the Newfield Bank.

G. New Business:

1. Holiday Schedule (December 26)

The Board confirmed the Library should close on December 26th this year.

2. Increase age for unattended children

During the summer, Terry reported several situations where children as young as 8 came to the Library with children as young as 5 years old. She requested the Board consider raising the age requirement for unattended children. The Board discussed this issue and decided to raise the age to 12. Motion to raise the age for permitting unattended children to age 12 was made by Ms. Samoyan, seconded by Ms. Betterly. All voted in favor.

H. Old Business:

There was no Old Business discussed.

I. Adjournment:

Motion to adjourn the meeting was made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor. The meeting was adjourned at 7:45 p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President
Board of Trustees