

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting September 21, 2016**

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: Ms. Samoyan, Mr. Pohler, Ms. Patterson, Ms. Betterly, Mr. Paredes and President King. Ms. King confirmed tonight's meeting is being held in compliance with the requirements of the Open Public Meetings Act.

B. Public Portion (Open/Close):

Ms. King opened the Public Portion of tonight's meeting. Present at tonight's meeting was Michael Sherfey, a member of The Green Team which is a group of volunteers that meet regularly to identify, support and assist the community in reducing the impact on the environment. Following on Mr. Sherfey's appearance at the June meeting, he thanked the Board's approval to the Sustainable Monroe Township project for the creation of community vegetable gardens on the Library grounds. He said Council has also approved the project. Mr. Sherfey said he met with MUA officials relative to establishing a water source near the proposed garden area. Permission was obtained to hook into the main water line on the other side of the back fence. Mr. Sherfey also said the rows will be 3' or 4' x 10' or 20' and will not be raised beds in order to facilitate the upkeep.

Also present for the Public Portion was Officer Jules Maiorano of the Monroe Township Police Department who reported a video of the vandalized gazebo area was being reviewed to see if any of the juveniles can be identified. The screens and frames of the structure were ripped and trashed beyond repair. Mr. Pohler said the damage was in the thousands of dollars. Officer Maiorano indicated if identified, the parents would be responsible for restitution. Board members asked for stepped up patrols, especially on weekends. Officer Maiorano said he would pass on that request to the Chief of Police Ms. King closed the Public Portion.

C. Approve Minutes of June 2016 Meeting:

Motion to approve the Minutes of the June 2016 meeting was made by Mr. Pohler, seconded by Mr. Betterly. All voted in favor.

D. Financial Reports:

Off the record to permit time for review of documents. Back on the record.

1. Approve Financial Reports for July 2016:

Motion to approve the financial reports for July 2016 was made by Mr. Pohler, seconded by Ms. Samoyan. All voted in favor.

Approve Financial Reports for August 2016:

Motion to approve the financial reports for August 2016 was made by Ms. Patterson, seconded by Mr. Pohler. All voted in favor.

2. Approve Payment of Vouchers for July 2016:

Motion to approve payment of vouchers for July 2016 was made by Mr. Pohler, seconded by Ms. Samoyan. All voted in favor.

Approve Payment of Vouchers for August 2016:

Motion to approve payment of vouchers for August 2016 was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

3. Approve redistribution of budget category balances.

Motion to approve moving budget balances from Data Base Subscriptions to Audio Music and Library Programs was made by Ms. Patterson, seconded by Mr. Pohler, all voted in favor.

E. Director's Report:

1st Annual Green Fair & Farmers Market:

Mr. Paredes distributed flyers provided by Ms. Mead for Sustainable Monroe Township's 1st Annual Green Fair & Farmers Market scheduled for October 1st at the Pfeiffer Community Center from 9:00 a.m. to 2:00 p.m. The event will include a shredding truck, farm market vendors, recycling information, energy saving tips, programs for healthy living, and rain barrel workshop.

Donation African American Historical Figures:

Ms. Mead donated a collection of African American Historical Figures to the Library on behalf of a recently deceased teacher from Vineland. The figures are very accurately and exquisitely detailed. Mr. Paredes indicated that the Library is grateful and fortunate in accepting this donation.

Maintenance Issues:

Mr. Paredes noted replacement of public rest room faucets with pressure pedestal auto shut off faucets by Buildings and Grounds which will require less maintenance; repair of staff parking lights are needed. Issues with the alarm system showing low battery needed to be resolved.

Updating Phone System:

Mr. Bellia has suggested a more economical approach to updating the phone system. Mr. Paredes continues to research replacing the software instead of replacing the entire system through a state contractor (SPS) as recommended by Joe Varalli.

North American Reciprocal Museum (NARM):

Mr. Paredes has learned by joining NARM through Wheaton Village, members can get Museum passes to a lengthy list of Museums.

Chamber of Commerce:

On 8/25/2016 the Library hosted the Chamber of Commerce "Talk of the Town" with approximately 31 in attendance.

Town Hall Meeting:

The Mayor is conducting a Town Hall Meeting tonight for residents and business owners.

Training Session:

Mr. Paredes said the staff attended a mandatory training session on 8/11/16 for active shooter response. The Library opened at 11:30am instead of 11:00am on August 11, 2016.

Rotary Meeting Room C:

Mr. Paredes noted that Geets Diner has closed and the Rotary is looking for a place for their breakfast meetings which are usually held 7:30 to 8:30 a.m. He has opened the Library for their meeting.

Polling Place:

Mr. Paredes said the Library will be closed to the public on election day in November. The Library staff will come in that day to work.

Computer Classes:

Mr. Paredes said the new part time Librarian, Ashley Rahn has been conducting computer classes. He said Ashley is all business and very good.

F. Committee Reports:**Fund Raising Committee:**

Ms. Betterly reported The Friends Book Sale is taking place this week. She said all of the books have been carefully marked by author and genre. Income for Monday were very high for the Friends. There has been a steady flow of people coming through.

Regarding last Spring's restaurant fund raiser, Ms. Betterly recommended next year, that the Library go back to using one location rather than multiple locations. The results were disappointing. Some of the restaurants reported no diners with coupons when there were folks who were known to have turned in their coupons at those restaurants. Library IV still has not sent in their returns. The Board discussed choosing one restaurant next year, possibly Mona Lisia.

Garden Committee:

Mr. Pohler said he will have to replace some plants in Room C due to the low humidity in the room. Ms. Betterly offered to donate some plants from her home.

G. Old Business:

Ms. Patterson suggested some acknowledgement of thanks be provided to the High School Art Teacher who worked alone through the summer to complete the art project in the Children's Library.

H. New Business:

Gazebo:

The Board discussed whether to replace the frames and screens after the vandalism of the Gazebo. It was noted that the camera works better without the screens.

At this point in the investigation, it was recommended no repairs be completed at this time.

Sprinklers:

Mr. Pohler reminded that next month will be the time to blow out the sprinklers before the freeze.

Holiday Party:

Reminder to Mr. Paredes is get the staff's preference for this year's holiday get together so reservations can be made early.

Volunteer Breakfast:

Ms. Betterly reminded Mr. Paredes to select a date for the Volunteer Breakfast so that arrangements can be made in November.

I. Adjournment:

Motion to adjourn made by Ms. Patterson, seconded by Ms. Samoyan. All voted in favor. The meeting was adjourned at 7:55 p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President
Board of Trustees