

FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting February 18, 2015

A. Call to Order:

The regularly scheduled February meeting of the Board of Trustees of the Free Public Library of Monroe Township was called to order by President King. Those present: Mr. Pohler, Mr. McIlvaine, 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:

President King opened the Public Portion. There were no members of the public present. Ms. King closed the Public Portion.

C. Approve Minutes of January 2015 Meeting:

President King confirmed that all received a copy of the January minutes. Motion to approve the January minutes was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

D. Financial Reports: Off the record to allow Board review. Back on the record.

a. Approve Financial Reports.

Motion to approve the Financial Reports for January was made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor.

b. Approve Payment of Vouchers.

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

E. Director's Report:

HVAC

Mr. Paredes reported that the HVAC roof replacement unit has been installed.

WIFI

Mr. Paredes has received inquiry from the State relative to WIFI usage. He noted the State may be selling equipment in the future. He explained how the Library will gather data from patrons by using a PC log on for this survey.

Lend/Lease Program

In an effort to save money tied to replacing outdated PCs, Mr. Paredes will be looking into programs recommended by the League of Municipalities and State approved vendors. By leasing equipment he will research whether this might be a more cost effective way to keep up with equipment that becomes outdated.

Staff Complimented

Mr. Paredes has been revising and updating procedures that weren't changed over the past twenty years. The staff has jumped on board and made so much progress, he wanted to state how pleased he has been with their enthusiasm and results. Mr. Pohler noted that the Library has a good guy at the top to guide the staff.

Trustee Training

Mr. Paredes has been in contact with the State in locating approved training videos for the Library Board's continuing educational training. He will keep track of the Board's review of videos and articles pre-approved by the State pool to accomplish the seven hour requirement.

F. Committee Reports:

Fund Raising Committee:

Ms. Betterly reported that she attended the Friends of the Library meeting. They have scheduled the book sale for April 27th through the beginning of May. They are also working on a brochure. They are still collecting books. The group meets the first Monday of every month at 1:00 p.m. Ms. Betterly checked the number of tables available with Mr. Paredes. The event will be advertised in the Shoppers Guide. She noted that membership in the group has increased.

Garden Committee:

Mr. Pohler noted he is scheduling spring clean up for either March 21st or 28th depending upon the weather. Since Community Clean Up Day has been scheduled for March 28th, Mr. Pohler said he will contact the Township since he can't put mulch down in March as it is still too cold. He will check to see if that date is correct.

G. New Business:

Mr. McIlvaine noted that the clean up of Main Street is a top priority with the new administration. The Board discussed the condition of the old Library building on Main Street and its deteriorated condition due to mold in particular. Mr. McIlvaine expressed the hope that a decision would be made by the summertime to improve the area.

Mr. Pohler and the Board informed Mr. McIlvaine about all of the facilities that the Library has to offer including the newly finished Meeting Room C and all of the organizations and services being brought to our community since its completion. After tonight's meeting, Mr. McIlvaine will tour the facility with Mr. Pohler to get a first hand look at all of the projects underway. Mr. Paredes said that tour can be considered as an educational training session under the State's requirements.

H. Old Business:

Mr. Paredes noted that it was necessary to reschedule the African Dance Troup performance to March 5th because of snow. This will be held in Meeting Room C.

The Board discussed vacancies on the Board such as the Mayor's Representative and the Superintendent's Representative. President King expressed the Board's desire to have Ron Garbowski appointed to the Library Board in view of his knowledge of Library

issues and his expertise gained by all of his past years on the Board. Mr. McIlvaine noted whoever is the best person for the position would be his recommendation as well. He will see if Mr. Garbowski would be interested in returning to the Library Board.

I. Adjournment;

Motion to adjourn was made by Ms. Samoyan, 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