

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP  
BOARD OF TRUSTEES  
Reorganization Meeting January 20, 2016**

**A. Call to Order:**

The January 20, 2016 Reorganization Meeting of the Free Public Library of Monroe Township Board of Trustees was called to order at 7:00 p.m. by Mr. Paredes. Those present: Mr. Garbowski, Mr. Pohler, Ms. Patterson, Ms. Betterly, Ms. Mead, Ms. Samoyan, Mr. Paredes and Ms. King.

**B. Oath of Office:**

The Mayor's Appointee, Mr. Garbowski, administered the oath of office to Ms. Patterson.

**C. Reorganization:**

**a. Election of officers:**

Mr. Paredes asked for nominations for the Office of President. Ms. Samoyan nominated Ms. King for the Office of President; seconded by Ms. Betterly. All voted in favor.

Ms. King accepted nominations for the Office of Vice President. Ms. Betterly nominated Ms. Samoyan for the Office of Vice President; seconded by Ms. Patterson. All voted in favor.

Ms. King accepted nominations for the Office of Secretary/Treasurer. Ms. Samoyan nominated Ms. Patterson for the Office of Secretary/Treasurer; seconded by Mr. Garbowski. All voted in favor.

**b. Appointments:**

Mr. Pohler nominated Nightlinger, Colavita & Volpa as Auditors for the Library; seconded by Ms. Betterly. All voted in favor.

Ms. Patterson nominated Attorney, Timothy K. McHugh to be appointed as Solicitor for the Library; seconded by Ms. Samoyan. All voted in favor. Mr. Paredes will contact Attorney McHugh to notify him and confirm his acceptance.

Mr. Pohler nominated Susanne McKee be appointed as Clerk Transcriber; seconded by Ms. Samoyan. All voted in favor. Mr. Paredes noted that Bart McIlvain will be the Library's Council Liaison for 2016.

**c. Committees:**

Committee appointments were made as follows:

Building Committee: Ms. Betterly, Mr. Pohler, Mr. Garbowski.

Personnel Committee: Ms. Mead, Ms. Samoyan, Mr. Garbowski

Policy Committee: Ms. Samoyan, Mr. Garbowski

Garden Committee: Mr. Pohler, Ms. Betterly, Ms. Mead, Ms. King

Fund Raising Committee: Ms. Betterly

**D. Public Portion (Open/Close):**

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

**E. Approve Minutes of December 2015 Meeting:**

Motion to approve the Minutes of the December 2015 meeting were made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor.

**F. Financial Reports:**

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

**1. Approve Financial Reports for December 2015:**

Motion to approve the financial reports for December 2015 was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

**2. Approve Payment of Vouchers for December 2015:**

Motion to approve payment of vouchers for December 2015 was made by Ms. Patterson, seconded by Ms. Betterly. All voted in favor.

**3. Approve 2016 Budget:**

Motion to approve the 2016 Budget was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

**G. Director's Report:**

**Parking Lot Safety:**

Mr. Paredes reported that he met with Mike Calvello of Buildings and Grounds relative to improving safety for patrons in the parking lot area.

**Parking Lot Lighting Upgrade:**

Mr. Paredes updated the Board on progress with the parking lot lighting improvement and the projected cost for same. Motion to accept the proposal presented by Don Washington for the parking lot upgrade was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

**New Employee:**

Mr. Paredes has offered Ashley Rahn the position of Librarian but at this time she will be on a part time basis. She has come highly recommended.

**Chamber of Commerce:**

The Library will be joining the Chamber of Commerce which Board members agreed would be a great networking opportunity.

**Cost Saving Measures:**

Mr. Paredes is reviewing several contracts with a view to cost saving. He is evaluating the need for a monthly carpet cleaning contract, a water cooler maintenance quarterly contract, and other expenditures.

**Marque Sign**

Mr. Paredes has been offered a 6' x 5' outdoor sign from the Cherry Hill Library. Ms. King will help him to transport the sign.

## **H. Committee Reports:**

**Garden Committee:** Mr. Pohler reported a large tree limb has fallen in the Children's Garden area. He said it is too large for him to chain saw. Mr. Pohler said he feels the safety of this tree is compromised and the Board expressed concern that it be removed. Mr. Paredes will look into this further.

**Fund Raising Committee:** Ms. Betterly reported that the Friends are preparing for the April 11, 2016 through April 16, 2016 Book Sale.

## **I. New Business:**

### **a. Approval of Board Meeting Dates:**

Motion to approve the Board Meeting Dates for 2016 as outlined in the Director's Report was made by Mr. Pohler, seconded by Ms. Patterson. All voted in favor.

### **b. Approval of Holidays:**

Motion to approve the Holidays as listed with one edit to remove December 25<sup>th</sup> since December 26<sup>th</sup> is listed as the paid holiday made by Ms. Betterly, seconded by Ms. Patterson. All voted in favor.

### **c. Fines and Fees:**

After discussion, motion to increase and consolidate book fines to \$.20 for adults and children made by Ms. Betterly, seconded by Ms. Patterson. All voted in favor. Meeting room fees were discussed at \$45 for Rooms A and B and \$70 for Meeting Room C except for non-profit organizations. Motion by Mr. Pohler to set rates at \$45 for Room A, \$45 for Room B and \$70 for Meeting Room C, seconded by Mr. Garbowski. All voted in favor.

**Solar panels:** The Board discussed the pros and cons of installing solar panels. Ms. Mead suggested that grants might be available with the Sustainable Energy New Jersey Application that Monroe Township is putting together. She recommended Mr. Paredes speak with Patrick McDevitt of the Environmental Commission Green Team.

## **J. Old Business:**

### **a. Parking Lot:**

Mr. Paredes said the Rotary was interested in storage space. It was discussed that there is sufficient room at the rear of the parking lot for a storage shed.

### **b. Prior Policy Revision:**

Mr. Paredes reviewed notes on policy revision from the previous Director that had been made several years ago. After discussing with Board Members, it was decided the revision was no longer needed.

## **K. Adjournment:**

Motion to adjourn the meeting was made by Ms. Patterson, seconded by Ms. Samoyan. All voted in favor. The meeting was adjourned at 8:10.

Susanne McKee, Clerk Transcriber

Suzanne King, President  
Board of Trustees