

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
January 18, 2017**

CALL TO ORDER: 6:16 pm

FIRE SAFETY INFORMATION: Provided by Mr. Marks

OPEN PUBLIC MEETING LAW STATEMENT:

Mr. Marks stated that this meeting is being held in compliance with the Open Public Meetings Act. Notice of the meeting was provided by way of notice to the Burlington County Times, the Central Record, the Mount Laurel Sun, and posted in the library and on its website.

ROLL CALL:

Dennis Marks - present
Noreen Duffey - present
Karen Cohen - present
Deborah Rexon - present
Marie Kromplewski - present
Gina Acerbo – present
Stephanie Sawyer – present
Kurt Folcher – present
Diane Blair – present

ALSO PRESENT:

John Armano
Becky Boydston
Gayle McCormick

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

For the benefit of Board members who were not in attendance at the December 21, 2016 meeting, Ms. McCormick stated that the minutes distributed accurately reflect what transpired at that meeting.

Motion to approve December 21, 2016 meeting minutes: Ms. Duffey, 2nd Ms. Cohen

Roll Call: 7 yes votes, 2 abstain

APPROVAL of BILL LIST and BILL LIST ADDENDUM:

Motion to approve: Ms. Blair, 2nd Ms. Kromplewski

Roll Call: 9 yes votes

REPORT from LIBRARY STAFF:

Painting: Interior painting is underway and progressing well. Completion of the project is expected around the beginning of February.

Fire Panel: Inspection of our fire alarm system revealed that an enunciator must be installed in the administrative office suite and that the system's microphone may not be used as a public address system. Ms. Boydston is looking into installation of the required speaker as well as alternate methods of public address.

Lighting: Estimates are not yet available for the addition of lighting in the area where the largest skylight was closed off. Ms. Boydston continues to seek information.

Parking Lot: A small sinkhole at the catch basin grate on the side of the library nearest Walt Whitman Avenue appeared a few days ago and is already being fixed by Public Works. The cost of repair is not expected to exceed \$1,000.

Bathroom Partitions: Planned upgrades will continue once a date is set for installation of the new partitions in the public restrooms.

Statistics: Mr. Marks asked if any explanation were known for the difference in Reference Questions documented December 2015 vs. December 2016. Ms. Boydston is not aware of any particular reason but thinks December 2015 was unusually low.

Signage: Ms. Duffey inquired about a new digital sign for the library lawn. Ms. Boydston announced that the Friends of the Library had agreed to fund the purchase of a digital sign but a selection has not yet been made. The signs typically cost about \$16,000. In addition, the library will cover the cost of a new masonry sign to replace the old wooden sign at the entrance to the parking lot. The cost is expected to be between \$4,000 and \$5,000.

Friends Book Sale: Ms. Cohen asked that everyone spread the word about the Friends of the Library's next book sale which is expected to take place January 25th – January 28th.

New Museum Pass: A new museum will be added to the museum pass program funded by the Friends. We will soon offer passes to the Philadelphia Mutter Museum.

OLD BUSINESS:

Nothing to report in addition to the items mentioned in the Report from Library Staff.

NEW BUSINESS:

RESOLUTION 2017-12: Authorization to Sell Surplus on Better World Books

This is a continuation of periodic effort to remove outdated and otherwise unusable materials (books, DVDs) from the library's collection since the last approval.

Motion to approve: Ms. Blair, 2nd Ms. Duffey

Roll Call: 9 yes votes

RESOLUTION 2017-13: Authorization to Sell Surplus on GovDeals

A list of items/equipment no longer needed, specifically music CDs, was recommended for sale by online auction at GovDeals.

Motion to approve: Ms. Kromplewski, 2nd Ms. Acerbo
Roll Call: 9 yes votes

RESOLUTION 2017-14: Authorization to Conduct Executive Session

Executive Session, from which the general public is excluded, is proposed to discuss union negotiations. Expected duration is about 10 minutes. The results of this session will be made public once the justification for the executive session no longer exists.

Motion to approve: Ms. Cohen, 2nd Ms. Kromplewski
Roll Call: 9 yes votes

Capital Projects: Ms. Boydston sought suggestions and opinions about which capital improvement projects should be considered this year. Suggestions include parking lot/exterior lighting upgrades, replacement of well-worn tables and chairs, and inspection of all air conditioning units to avoid future emergencies.

Strategic Plan: The approved budget for 2017 includes funds for a consultant to help construct a strategic plan. Ms. Boydston will be contacting the firm that conducted the last strategic plan and expects to begin the process later this year.

Director Performance Evaluation: Ms. Duffey offered to put together a proposal for the process of conducting a performance evaluation of the library director.

PUBLIC COMMENT:

None

ADJOURNMENT:

Motion to adjourn at 7:04 PM: Ms. Duffey, 2nd Ms. Sawyer
Roll Call: All in favor