

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
February 15, 2017**

CALL TO ORDER: 6:02 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 the Burlington County Times, the Central Record, and the Mount Laurel Sun, and it was posted in the library and on its website.

ROLL CALL:

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

ALSO PRESENT:

Keith Trimble, Esq.
Becky Boydston
Gayle McCormick

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

Motion to approve January 18, 2017 minutes of regular meeting, reorganization meeting, and closed session meeting: Ms. Sawyer, 2nd Ms. Kromplewski
Roll Call: 6 yes votes

APPROVAL of BILL LIST and BILL LIST ADDENDUM:

Motion to approve: Ms. Kromplewski, 2nd Mr. Marks
Roll Call: 6 yes votes

REPORT from LIBRARY STAFF:

Overhead Paging System: After receiving notice from the fire inspector last month that the public address system connected to the fire alarm panel was not to be used for routine announcements a new paging/public address system was installed and is now operational.

Fire Inspection was conducted this morning and the library passed.

Painting of the library interior has been completed.

Restroom Partitions will be installed next week.

Lighting Upgrades: Ms. Boydston is currently in the process of getting estimates from electricians for the installation of lights in the area where the largest skylight was closed off. In addition, plans are underway to upgrade lighting in the public bathrooms near the front door and the 7-Day Book Express area by installing LED fixtures. The new fixtures will make the areas brighter and are expected to save energy. With those goals in mind, Ms. Boydston is also planning to ask for quotes to change all existing fluorescent fixtures to LED fixtures throughout the library. It is believed that the cost of that project would be recouped in about 2-1/2 years.

Statistics: Ms. Boydston explained that a correction has been made to the December 2015 Reference Questions statistic. A spreadsheet formula error caused that number to appear artificially low.

OLD BUSINESS:

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

OTHER NEW BUSINESS:

RESOLUTION 2017-15: 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. Duffey, 2nd Ms. Sawyer

Roll Call: 6 yes votes

RESOLUTION 2017-16: Change to Circulation Policy

In conjunction with implementation of a museum pass reservation system Ms. Boydston proposes decreasing the check-out period for museum passes from four days to one day so that more patrons have the opportunity to use them. She also recommends increasing the late fee; \$5.00 per day has not proven an effective deterrent to prevent people from keeping the passes longer than allowed. This causes a problem when a pass is on hold for someone else who then cannot use it on the day expected. After some discussion about the cost of replacement passes and the typical daily admission fees for museums it was agreed that the library should charge a late fee of \$25.00 per day with a maximum fine of \$100.00. In addition, Ms. Sawyer requested that consideration be given to allowing three days for passes to the museums in New York inasmuch as people often take weekend trips to New York and would not be able to return the those passes in one day. Ms. Boydston is not sure if the new reservation system will allow different rules for different passes but will attempt to make exceptions for the more geographically distant museums.

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

Roll Call: 6 yes votes

Signage: Design and planning for two new lawn signs has been taking place. Ms. Boydston displayed sketches of the options being considered. Ms. Sawyer inquired about the zoning laws for signage, especially digital signs, and believes that the approval process may take a while. The Friends of the Library remain committed to paying for the signs and further updates will be provided by Ms. Boydston.

PUBLIC COMMENT:

None

ADJOURNMENT:

Motion to adjourn at 6:45 PM: Ms. Sawyer, 2nd Ms. Duffey

Roll Call: All in favor