

**Mount Laurel Library
Board of Trustees
Reorganization Meeting Minutes
January 16, 2019**

CALL TO ORDER: 6:00 P.M.

FIRE SAFETY INFORMATION: Provided by Mr. Stridick

OPEN PUBLIC MEETING LAW STATEMENT:

Mr. Stridick 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:

Gina Acerbo - present
Diane Blair - present
Karen Cohen - present
Noreen Duffey - present
Marie Kromplewski - present
Dennis Marks - present
Stephanie Sawyer - present
Stephen Steglik - present
Walter Stridick - present

ALSO PRESENT:

Keith Trimble, Esq.
Becky Boydston
Gayle McCormick

APPOINTMENT / REAPPOINTMENT OF TRUSTEES:

Walter Stridick and Diane Blair were reappointed as Trustees and Stephen Steglik was appointed as a new Trustee. All were sworn in by Mr. Trimble.

RESOLUTIONS:

2019-001 Appointment of President of the Board of Trustees

Ms. Blair nominated Walter Stridick as President
2nd Ms. Duffey
Roll call: 9 yes votes

2019-002 Appointment of Vice President of the Board of Trustees

Ms. Blair nominated Marie Kromplewski as Vice President
2nd Mr. Marks

Roll call: 9 yes votes

2019-003 Appointment of Secretary of the Board of Trustees

Ms. Blair nominated Stephanie Sawyer as Secretary

2nd Ms. Acerbo

Roll call: 9 yes votes

2019-004 Appointment of Treasurer of the Board of Trustees

Ms. Blair nominated Karen Cohen as Treasurer

2nd Ms. Sawyer

Roll call: 9 yes votes

ADMINISTRATION of the OATH of OFFICE:

All officers and trustees we sworn in for 2019 by Mr. Trimble.

2019-005 Appointment of Auditor

Ms. Kromplewski nominated Bowman & Company as Auditor

2nd Mr. Steglik

Roll call: 9 yes votes

2019-006 Appointment of Solicitor

Ms. Kromplewski nominated Trimble & Armano as Solicitor

2nd Mr. Marks

Roll call: 9 yes votes

2019-007 Appointment of Labor Counsel

Ms. Kromplewski nominated Capehart & Scatchard as Labor Counsel

2nd Mr. Marks

Roll call: 9 yes votes

2019-008 Appointment of Engineer

Ms. Kromplewski nominated Alaimo Group as Engineer

2nd Ms. Duffey

Roll call: 9 yes votes

2019-009 Appointment of Official Newspapers

Ms. Sawyer nominated the Burlington County Times, Central Record and Mount Laurel Sun

2nd Ms. Kromplewski

Roll call: 9 yes votes

2019-010 Appointment of Official Depository of Funds

Ms. Cohen nominated Investors Bank

2nd Mr. Marks

Roll call: 9 yes votes

2019-011 Approval of Cash Management Plan

Ms. Boydston explained that a cash management plan was recommended by our auditor and it states that library funds will be held in interest bearing accounts whenever possible.

Motion: Mr. Marks, 2nd Ms. Cohen

Roll call: 9 yes votes

2019-012 Meeting Schedule for February 2019 - January 2020

Library Trustee meetings will be held the third Wednesday of each month at 6:00 P.M.

Motion: Ms. Sawyer, 2nd Ms. Duffey

Roll call: 9 yes votes

2019-013 Authorization of Various 2019 Vendors

Due to the nature and volume of ongoing purchases of library materials Ms. Boydston sought authorization to continue buying items such as books and DVDs from established vendors without obtaining quotes.

Motion: Mr. Marks, 2nd Ms. Acerbo

Roll call: 9 yes votes

2019-014 Authorization to Purchase Under State Contract

Motion: Ms. Sawyer, 2nd Ms. Cohen

Roll call: 9 yes votes

APPROVAL of MINUTES:

Approval of December 19, 2018 minutes of meeting

Motion: Ms. Cohen, 2nd Mr. Marks

Roll Call: 8 in favor, 1 abstention: Mr. Steglik

APPROVAL of BILL LIST and BILL LIST ADDENDUM:

Motion: Ms. Cohen, 2nd Ms. Duffey

Roll Call: 9 yes votes

REPORT from LIBRARY STAFF:

Server Migration

SirsiDynix is expected to conduct server migration to a cloud-based system at the beginning of February. The change will free up server space on-site, will allow Ms. Boydston to spend less time updating and backing up computers, and will enhance data security.

Friends of the Library Book Sale

The quarterly Friends book sale begins tonight with a preview for members of the Friends. The sale will conclude Saturday, January 19th.

PSE&G Direct Install Program

Most of the lighting throughout the library has been upgraded to energy efficient LED bulbs. The project will be completed as soon as backordered bulbs are received. No date has been set for the boilers or air conditioning unit upgrades.

Digital Streaming Services

Statistics for December show a spike in digital streaming services. Two new services were added December 1st and with only limited promotion the services quickly proved to be in demand.

Ms. Sawyer asked if a detailed report of **museum pass** usage by museum could be generated. Ms. Boydston will be able to provide such a report but she reviews the information regularly and knows that Grounds For Sculpture, Paws Farm and Garden State Discovery Museum passes are always in demand. The library currently has seven passes for Grounds for Sculpture and four for Paws Farm but Garden State Discovery Museum limits the library to only one membership pass.

OLD BUSINESS:

Nothing to address.

NEW BUSINESS:**RESOLUTION 2019-015: 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: Mr. Marks

2nd: Ms. Duffey

All in Favor

PUBLIC COMMENT: None

ADJOURNMENT:

Motion to adjourn at 6:30 PM: Ms. Sawyer

2nd: Ms. Duffey

All in favor