

**Mount Laurel Library
Board of Trustees
Regular Meeting Minutes
November 20, 2019**

CALL TO ORDER: 6:00 P.M.

FIRE SAFETY INFORMATION: Provided by Ms. Kromplewski

OPEN PUBLIC MEETING LAW STATEMENT:

Ms. Kromplewski 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 - *absent*
Karen Cohen - present
Noreen Duffey - present
Marie Kromplewski - present
Dennis Marks - present
Stephanie Sawyer - present
Stephen Steglik - *absent*
Walter Stridick - *absent*

ALSO PRESENT:

John Armano, Esq.
Becky Boydston
Gayle McCormick

PUBLIC COMMENT:

None

APPROVAL of MINUTES:

Approval of minutes of October 16, 2019 meeting

Motion: Mr. Marks

2nd: Ms. Cohen

6 yes votes

APPROVAL of BILL LIST and BILL LIST ADDENDUM

Motion: Ms. Cohen

2nd: Ms. Duffey

Roll Call: 6 yes votes

REPORT from LIBRARY STAFF:

Friends Donation

Thanks to the Friends and their generous donation, the new meeting room divider will be ordered this month and additional library materials can be purchased.

Remodeling for Additional Study Rooms

The small group study room which opened in 2016 has been popular. There have been times when patrons request the study room but it is already occupied. Ms. Boydston is looking into the cost of remodeling the Quiet Lounge to create 2 smaller rooms. Capital Funds would be used for the project.

Staff In-Service Day

The library will be closed Monday, December 2nd for staff training.

Story Time

Attendance at afternoon story time has dropped. This change is believed to be related to Mount Laurel Township's new full-day kindergarten. Since our morning programs are still well attended, another morning program has been introduced: Kids Move and Groove.

OLD BUSINESS:

None

NEW BUSINESS:

RESOLUTION 2019-33: Cancellation of Outstanding Checks

Our auditor recommends cancelling checks which remain uncashed after one year. Ms. Boydston provided a list of checks for cancellation.

Motion to approve: Mr. Marks

2nd: Ms. Sawyer

Roll Call: 6 yes votes

RESOLUTION 2019-34: Transfer of Funds

Due to unanticipated tuition reimbursement expenses this year, our Professional Development budget line is expected to fall short. Similarly, our Horizon System Maintenance line is short due to the timing of our transition to cloud-based services. Since our Pension line has surplus funds, Ms. Boydston recommends transferring funds from the Pension line to Professional Development and Horizon Maintenance.

Motion to approve: Ms. Duffey

2nd: Ms. Acerbo

Roll Call: 6 yes votes

RESOLUTION 2019-35: 2020 Budget

The proposed 2020 library budget was discussed. Ms. Boydston explained that appropriations from the township will increase next year. Also, our bank account interest has been much higher than anticipated and will continue at the same rate through next year. The additional funds have allowed Ms. Boydston to budget 1.9% salary increases for full-time staff members beginning January 1, 2020. The salary budget also includes the planned increases for Library Assistants and Library Pages that was implemented to comply with the New Jersey minimum wage law. In addition, she increased our budget line for library programs.

Motion to approve: Ms. Sawyer

2nd: Mr. Marks

Roll Call: 6 yes votes

RESOLUTION 2019-36: 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. Acerbo

2nd: Ms. Duffey

Roll Call: 6 yes votes

PUBLIC COMMENT: Library staff member Molly Morrison was in attendance throughout the meeting and wished to express her belief that the absence of other members of the public indicates that management and the Board of Trustees are doing a good job to keep the library running well.

ADJOURNMENT:

Motion to adjourn at 6:20 PM: Ms. Sawyer

2nd: Ms. Duffey

All in favor