

Moorestown Library Board of Trustees Meeting
Moorestown, NJ 08057
OFFICIAL ACTION
Meeting Agenda
August 26, 2020
7:00 PM

Members in attendance: Dee Bertino, Jamie Boren, Joan Serpico, Susan LaGatta, Beth Misselhorn, Tom Merchel, Micki Ginsberg

Members not in attendance: Jackie Brownell, Caroline Joyce, Mary McMahon

Guest: Lynn Schill (Friends of the Library)

The meeting was called to order at 7:07 pm by Mrs. Bertino.

Open Public Meetings Act Statement

“Notice of this meeting has been provided in accordance with the Open Public Meetings Act”
by:

1. Posting a notice on the bulletin board at the Library and Municipal Complex
2. Emailing a notice to the Burlington County Times and Philadelphia Inquirer
3. Posting on the Library Board web page

The above posting, filing and mailing having taken place on the 24th day of August 2020.

Public Comment

None

Meeting Minutes

A motion was made by Ms. Ginsberg and seconded by Ms. Misselhorn to accept the minutes of the meeting on July 24, 2020

VOTE: 6-0

ABSTAIN: -

Financial Discussions

1. Cash Disbursements Analysis Report

A motion was made by Ms. Ginsberg and seconded by Ms. Misselhorn_ to approve the Cash Disbursements Analysis Report.

VOTE: 6-0

2. Cash Receipts Analysis Report

A motion was made by Ms. Boren and seconded by Ms. Misselhorn to approve the Cash Receipts Analysis Report.

VOTE: 6-0

3. July 2020 Budget Statement

A motion was made by Ms. Boren and seconded by Ms. Misselhorn to approve the July 2020 Budget Statement.

VOTE: 6-0

4. Invoices in Excess of \$2,000.00

None

Directors Report

See Attached.

We are receiving proposals for a strategic plan. It will include reconfiguring the reference room, new book area and computer lab. Statutorily we need a strategic plan. The compliance date may be extended due to COVID. The difference between a brief and a plan is that while both will bring us into compliance, a brief is considerably less money. The company that we have engaged with will be doing a lot of the work remotely. Ms. Schill recommended that we send a copy of the floor plans of the library to the planners to assist in the process.

Fines: We received push back from residents about waiving fines. Additionally, there are still too many books still not returned from the initial "COVID Check-out". Fines have been reinstated effective 9/1/2020.

FEMA Grant: The application was approved for COVID related expenses.

Old Business

None

New Business/Trustee Comments

None

Public Comment

None

Adjournment

A motion was made to adjourn the meeting by Mr. Merchel at 7:35 pm and seconded by Ms. Misselhorn.

VOTE: 6-0

The next meeting is Wednesday, August 23, 2020 at 7:00pm

FORMAL OFFICIAL ACTION MAY BE TAKEN ON ANY ITEM ON THE OFFICIAL ACTION AGENDA

If you require special accommodations, please contact the Library Director at (856) 234-0333 at least 24 business hours prior to the meeting so that appropriate accommodations may be made.

Director's report

August 26, 2020

Hours

Beginning Saturday, September 12 (Saturday after Labor Day weekend) Saturday hours will expand to 9:30 – 4:30 and Monday evening hours will be added.

Hours beginning Sept 12-

Monday Tuesday Wednesday Thursday Friday Saturday

New Service

9:30-8:30 9:30-4:30 9:30-8:30 9:30-4:30 9:30-4:30 9:30-4:30

Starting next month, patrons will be able to receive library alerts for hold and courtesy notices via text message.

Collection Development

Staff are working hard to catch up on library materials purchasing. In addition, a weeding project is underway to refresh the collection. 1324 items were weeded in July.

Circulation

Check outs in July were 47% of check out numbers in July 2019. 600 items checked out during the building closure have yet to be returned.

Programming

Virtual programming continues for all ages. In addition, Crafts to Go bags have been popular with kids and teens.

Strategic Plan

The library needs an updated strategic plan. Michele Stricker, Deputy State Librarian, recommended the Ivy Group for working with small forward-thinking libraries. The Managing Director, Pam Fitzgerald will be sending a proposal in time for the next board meeting.

Fine-free proposal

Given the number of library materials still out from the building closure and some initial resistance from staff and patrons, this will be tabled until after receiving data from the strategic plan.