

**Moorestown Library Board of Trustees Meeting**  
**Moorestown, NJ 08057**  
**OFFICIAL ACTION**  
**Meeting Agenda**  
***March 24, 2021***  
**6:30 PM**

**Members in attendance:** Dee Bertino, Jamie Boren, Jackie Brownell, Micki Ginsberg, Caroline Joyce, Mary McMahon, Beth Misselhorn, Christine Sprigel, Joan Serpico

**Members not in attendance:** Tom Merchel

**The meeting was called to order at 6:30 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 19<sup>th</sup> day of March 2021.

**Public Comment**

None

**Meeting Minutes**

A motion was made by Ms. Sprigel and seconded by Ms. Joyce to accept the minutes of the meeting on February 27, 2021.

**VOTE: 8 – 0**

**Financial Discussions**

**1. Cash Disbursements Analysis Report**

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

**VOTE: 8 – 0**

Discussion regarding the credit card fees: Should accepting credit cards cost the library money was the question posed by Ms. Boren. A request was made to look into fee simple credit card processing or minimum charges for credit card charges.

**2. Cash Receipts Analysis Report**

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

**VOTE: 8 - 0**

### **3. February 2021 Budget Statement**

Tabled

### **4. Invoices in Excess of \$2,000.00**

A motion was made by Ms. McMahon and seconded by Ms. Joyce to approve an invoice from Demco in the amount of \$3494.48 for shelving in the Children's Library.

**VOTE: 8 - 0**

A motion was made by Ms. McMahon and seconded by Ms. Misselhorn to approve an expenditure with CFI in the amount of \$4401.05 for furniture in the reference office.

**VOTE: 8 - 0**

### **Directors Report**

See Attached.

### **Old Business**

-

### **New Business/Trustee Comments**

Friends Book Room – Friends of the Library will contribute to the cost of the project but would like an agreement regarding use of the room to protect their investment. Ms. Serpico will discuss with the Township Manager who controls the space in order to determine who to structure an agreement that will properly protect the space for the Friends of the Library and the rooms intended use.

Programming – Outdoor programming with Children's Librarian Jenn Dunne.

### **Public Comment / Trustees Comments**

Ms. Schill – Friends of the Library will hold an outside book sale in May.

Mr. O'Meara – The intent of the fines charged for late books is to increase circulation and not generate revenue. Any money collected, even after fees are charged, he feels is unanticipated revenue.

### **Adjournment**

A motion was made to adjourn the meeting by Ms. Boren at 7:43 pm and seconded by Ms. Joyce.

**VOTE: 8 – 0**

**The next meeting is Wednesday, April 28, 2021.**

**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

March 2021

**Donate button:** A donate page is now part of the website and linked from the home page. Donations can be made via PayPal, debit or credit card or check.

**RFID project:**

Tagging began March 8 and is proceeding smoothly. Multiple stations have been set up in staff areas for tagging. Staff have completed tagging items in the new book area and the paperbacks. Items that are being checked in each day or received as new materials are also being tagged daily.

**Improved lighting:**

Light bulbs have been replaced to improve lighting in the Children's and New Book area.

**New shelving in Children's Department:**

New shelving was added to allow more room for the library's popular children's graphic/comic collection to expand.

**Bank change:** We are continuing the process of changing banks to Republic Bank.

**Governor increased allowable capacity to 50%:** As of March 19, libraries can increase indoor capacity to 50%. Mask wearing and social distance requirements are still in place.

**Teen Volunteering and Feeling Creative buttons:**

The teen web page now includes Teen Volunteering and Feeling Creative icons that lead to volunteer service opportunities and ways to express creativity including contests to enter.

**National Library Week (April 4-10):** Patrons can pick up a different Colorful Craft Bonanza Grab and Go craft every day of National Library Week and adults can enjoy a virtual concert on Friday. A gift card to a local restaurant will be provided to library staff in honor of National Library Workers Day thanks to funding from the Friends of the Library.

**Friends of the Library:** The Friends held their budget meeting on March 10. They voted to continue their generous funding of adult, teen and children's programs, eBooks via Overdrive, Kanopy streaming film subscription, and museum passes. They also agreed to fund new furniture for the meeting rooms, replacement outside umbrellas, and a fund for staff appreciation. They expressed interest in providing funding for the Friends Book Room.

Congrats to John Khanlian, Friend of the Library, for being named Moorestown Humanitarian of the Month!