

**Moorestown Library Board of Trustees Meeting**  
**Moorestown, NJ 08057**  
**OFFICIAL ACTION**  
**Meeting Agenda**  
***May 26, 2021***  
**7:00 PM**

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

**Members not in attendance:** Jamie Boren, Tom Merchel,

**The meeting was called to order at 7:01 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 24<sup>th</sup> day of May 2021.

**Public Comment**

None

**Meeting Minutes**

Postponed until next meeting.

**Financial Discussions**

**1. Cash Disbursements Analysis Report**

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

**VOTE: 7 - 0**

**2. Cash Receipts Analysis Report**

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

**VOTE: 7 - 0**

**3. April 2021 Budget Statement**

A motion was made by Ms. Ginsberg and seconded by Ms. Misselhorn to approve the February 2021 Budget Statement.

**VOTE: 7 - 0**

#### **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 Holt McNall in the amount of \$2600.00 for the progress billing for the audit of the financial statements of the Moorestown Township Public Library.

**VOTE: 7 - 0**

#### **Directors Report**

See Attached.

#### **Old Business**

Chris asked to formalize attending Friends Meetings; Dee agrees. They meet 4-6 times a year. Chris will go June 9 and report back.

Board Sub Committees - Joan checked with other libraries and there were no clear answers or way to form these Table this and prioritize using “ad hoc” vs. “standing committees” as necessary.

Strategic Plan - got proposals pre-covid so we should revisit, review and then decide; Library would benefit from a strategic plan; will reach out to companies again.

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

Library will follow Governor Murphy’s Executive Order as stated - A mask does not have to be worn but will be suggested if unvaccinated; reason being - our local vaccination rate is high and Burlington County in green

The 2 meeting rooms will be opened to public by June 4<sup>th</sup>.

Library will continue to do curbside as long as there is a demand.

More furniture will be brought back out; tutoring space will be open and regular return of books will start. By fall, all indoor activities should be back full swing

Board will continue on Zoom for summer and resume in person for fall.

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

Greer thanked the board and complimented Joan.

#### **Adjournment**

A motion was made to adjourn the meeting by Ms. McMahon at 8:12pm and seconded by Ms. Ginsberg.

**VOTE: 7 – 0**

**The next meeting is Wednesday, June23, 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

May 2021

## Technological Improvements:

- The Library has a new mobile app that allows patrons to view and register for programs, search the library catalog, place holds, renew and checkout items.
- The website has a new widget to display book titles based on theme. May's theme has been AAPI authors.

## Awards:

- Head of Circulation completed Super Library Supervisor training.
- Library Director was awarded an Awesome Administrator award from LibraryLinkNJ for

her participation in Adventures in Administration Meetups.

## Personnel:

- The Library is finishing interviews for the PT Librarian position. We hope the new staff member will begin in June.
- One FT Librarian announced she will be retiring at the end of August. **Building updates:**

- Roof leak in the Children's Department has been repaired.

## Friends of the Library:

- The Friends held an Outdoor Bag Book Sale on May 15 10-4 and sold 92 out of 119 bags. \$489 was raised.
- Friends of the Library Board meetings are now on the events calendar. Individuals can register for the meeting to receive the Zoom information.

## Progress toward 2021 goals:

- **RFID project:** 43,281 items have been tagged.
- **Weeding:** A weeding in nonfiction has been completed. Staff are now weeding the fiction collection.
- **Public computers:** Township IT has met with and is working with a contractor to install COAX and Ethernet cables to several township and library sites for better connectivity.
- **Friends Book Room:** President of the Friends has enlisted the help of an engineer to determine if the HVAC vents into the space.
- **Programs:** The Children's Department has held 3 Outdoor Pop-up Story Times to great acclaim. Virtual programming continues to be popular with adults (269 in April) including book talks, virtual recitals, and gardening programs.