

**Moorestown Library
Board of Trustees Meeting
Moorestown, NJ 08057**

OFFICIAL ACTION

Meeting Minutes

July 27, 2016

7:00 PM

In Attendance:

D. Bertino N
D. Blair N
S. Carew Y
K. Cooper Y
K. Fischel Y
J. Galbraith N
L. Gallo N
C. Joyce N
B. Lemaire Y
G. Walton Y
J. Dunne (on behalf of J.Galbraith) Y

The meeting was called to order at 7:07 pm by Mr. Walton

I 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 & Municipal complex
2. Faxing Sunshine Law Notice to the Courier Post and Township Clerk;
3. Posting on the Library Board web page

All of the above posting, filing and mailing having taken place on the 26th day of January 2016.

II Meeting Minutes

Regular Meeting, May 25, 2016

The approval of the minutes was tabled due to a lack of attendance by a majority of the Trustees in attendance at the May 25, 2016 meeting.

III Financial Discussions

A. Monthly Financial Statements

- a. Cash Receipts

- b. Cash Disbursement Analysis Report
- c. May and June 2016 Budget Statement
- d. Invoices in excess of \$2,000.00

An invoice in the amount of \$4,100.00 from Holman, Frenia, Allison P.C. in connection with the annual audit. It was mentioned that no draft report has been received to date.

An invoice in the amount of \$4,188.00 from McNaughton Co. in connection with book rental services for the period of July 2016-July 2017.

An invoice in the amount of \$5,731.80 from Proquest LLC in connection with 2017 calendar year service for New York Times microfilm and digital access. The Library negotiated a 20% discount for early payment.

Mr. Walton presented the invoices, reviewed the financial statements and answered questions on same.

A motion was made to approve the monthly financial statements.
Moved by: Mr. Carew Second: Ms. Cooper Vote: 5-0 to approve

IV Director's Report

In Mr. Galbraith's absence, no Director's report was presented.

V Old Business

Board members continued in general discussion regarding ideas for potential Library café and/or vending machines.

Mr. Carew advised the Board that he has authorized the township solicitor to move forward with potential litigation against the building general contractor, Greyhawk, for failure to fix building problems that have not been satisfactorily remedied to date. These include, among other things, roof leaks and defective light fixtures in the Children's Department of the Library.

VI New Business/Trustee Comments

Principal Librarian for Children's Services, Jennifer Dunne, reported that the New Jersey Library Association awarded the Children's Services Department a \$1,000.00 prize for its Best Practices in Early Literacy "1,000 Books Before Kindergarten" program. The Trustees praised Ms. Dunne for her receipt of the award.

A change of language in the Library personnel manual regarding reimbursement for business mileage for the use of personal vehicles for Library business was discussed.

A motion was made to approve the change in language.

Moved by: Ms. Lemaire Second: Mr. Carew Vote: 5-0 to approve

VII Resolutions (if any)

None

VIII Public Comment

None

IX Closed Session (if necessary)

None

X Adjournment

A motion was made to adjourn the meeting at 7:42 pm.

Moved by: Mr. Carew Second: Ms. Cooper Vote: 5-0 to adjourn

Next regular meeting is September 28, 2016 at 7 PM