

Moorestown Library Board of Trustees Meeting
Moorestown, NJ 08057
OFFICIAL ACTION
Meeting Agenda
September 23, 2020
7:00 PM

Members in attendance: Dee Bertino, Jamie Boren, Jackie Brownell, Micki Ginsberg, Caroline Joyce, Susan LaGatta, Beth Misselhorn, Mary McMahon, Tom Merchel, Joan Serpico

Members not in attendance: -

The meeting was called to order at 7:00pm by Ms. 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 18th day of September 2020.

Public Comment

None

Meeting Minutes

A motion was made by Ms. Misselhorn and seconded by Ms. Boren to accept the minutes of the meeting on June 22, 2020

VOTE: 9-0

ABSTAIN: -

Financial Discussions

1. Cash Disbursements Analysis Report

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

VOTE: 9-0

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: 9-0

3. August 2020 Budget Statement

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

VOTE: 9-0

4. Invoices in Excess of \$2,000.00

An invoice to Bytespeed, LLC in the amount of \$5347.00 for a new server.

A motion was made Ms. Ginsberg and seconded by Ms. Boren to approve the payment of the invoice to \$5347.00.

VOTE: 9-0

5. Financial Statement Audit for Year Ending 2019

A motion was made by Ms. McMahon and seconded by Ms. Joyce to approve the financial statement audit for 2019.

VOTE: 9-0

Directors Report

See Attached.

A proposal from Endless Possibilities, LLC in the amount of \$2297.77 for a dedicated firewall.

A motion was made Ms. Boren and seconded by Ms. Misselhorn to approve the purchase of a dedicated firewall in the amount of \$2297.77.

VOTE: 9-0

A proposal from Endless Possibilities, LLC in the amount of \$4586.96 for a new replacement switch.

A motion was made Ms. Boren and seconded by Ms. Misselhorn to approve the purchase of the replacement switch in the amount of \$4586.96.

VOTE: 9-0

Old Business

Updating the reopening plan to reflect that the meeting rooms are open, but closed to public programs.

New Business/Trustee Comments

Strategic Plan-

After a careful review of the proposal submitted by The Ivy Group, the board has requested that Ms. Serpico obtain a second quote from another recommended NJ library planner. The overall consensus is that the total cost of \$30,672.00 is quite a bit of money to spend without another proposal to compare it to. Additionally, the board has decided in the interest of simplifying the process, to create a sub-committee for the purpose of reviewing proposals and making a recommendation to the full board on what planner and what services would be of value to Moorestown Library. All were in agreement. Those who volunteered to be on the sub-committee are;

Ms. Bertino, Ms. Boren, Ms. Joyce and Ms. McMahon

The sub-committee plans to meet before the next regularly scheduled board meeting in order to come back to the full board with a recommendation.

Rotary Membership –

Ms. Serpico has been attending Rotary meetings as a guest, networking for the library. The board is in full agreement that there is an incredible amount of value in being represented at Rotary meetings.

A motion was made Ms. Boren and seconded by Ms. Joyce to approve the payment of Rotary dues in the amount of \$1092.00 and to reimburse Ms. Serpico for the cost of the Citizen of the Year dinner.

VOTE: 9-0

Trustee Comments –

Ms. Bertino thanked Ms. LaGatta for her service on the Library Board of Trustees. Ms. LaGatta had notified the board of her resignation, as she is moving out of Moorestown. Ms. LaGatta was grateful for the opportunity to serve on the Library Board and hopes to be able to serve again in the future.

Public Comment

None

Adjournment

A motion was made to adjourn the meeting by Mr. Merchel at 8:50 pm and seconded by Ms. Misselhorn.

VOTE: 9-0

The next meeting is October 28th 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

September 23, 2020

Staff Development Day: October 12

Library will be closed to the public for staff training on October 12. Staff will be attending an interactive training via Zoom, "We're all Biased: Here is How We Can Manage It" from an outside presenter in the morning and then participating in in-house training and department meetings in the afternoon.

Technology update

Per John Polkiewicz, the Library needs a replacement switch (\$4,586.96) and a dedicated firewall (\$2,297.77) along with a cable modem for the public computers. Reference staff are working to arrange for a free cable modem. These changes will improve speed, security and reliability. A new server has been purchased and will be installed in the lab in October. Thirteen laptops and a charging station have been ordered and are scheduled to arrive in December.

Election Information

Meeting Room A will be used as a polling place on Election Day. Reference Librarians have created a Voting Information page for the website.

Kanopy

Friends of the Library have agreed to fund a trial year of Kanopy, a pay-per-use streaming film service for patrons. Kanopy offers over a collection of over 30,000 thought-provoking, thoughtful, classic, educational, and mindful films. Cost is \$2 per film viewing and \$5 for a series, such as Great Courses. The Friends have agreed to fund the first \$5,000.

Strategic Plan

The Library needs a new strategic plan. The last one was adopted in November 2007 and covered years 2008-2012. A proposal from the Ivy Group is ready for Board review.

Summer Reading

257 patrons actively participated in the Summer Reading program via ReadSquared reading 2684 books. Participants included 73 adults, 31 teens, 101 children, 49 new readers and 22 preschoolers.