

Moorestown Library Board of Trustees Meeting
Moorestown, NJ 08057
OFFICIAL ACTION
Meeting Agenda
October 26, 2022
7:00 PM

Members in attendance: Kevin Aberant, Dee Bertino, Jackie Brownell, Micki Ginsberg, Caroline Joyce, Christopher Keating, Mary McMahon, Beth Misselhorn, *Joan Serpico - Director*

Members not in attendance: Jamie Boren

The meeting was called to order at 7:01 pm 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 26th day of October 2022.

Public Comment

None

Meeting Minutes

A motion was made by Mr. Aberant and seconded by Ms. Joyce to accept the minutes of the meeting on August 24, 2022.

VOTE: 8 - 0

A motion was made by Mr. Aberant and seconded by Ms. Ginsberg to accept the minutes of the meeting on September 28, 2022.

VOTE: 8 - 0

Financial Discussions

1. Cash Disbursements Analysis Report

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

VOTE: 8 – 0

2. Cash Receipts Analysis Report

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

VOTE: 8 – 0

3. September 2022 Budget Statement

A motion was made by Mr. Aberant and seconded by Ms. Ginsberg to approve the September 2022 Budget Statement.

VOTE: 8 – 0

Directors Report

See Attached.

Old Business

New Business/Trustee Comments

Revision to the patron code of conduct policy:

A motion was made by Ms. McMahon and seconded by Mr. Aberant for a revision to the Patron Code of Conduct Policy previously adopted by the board in July of 2022. The word “written” was removed no longer requiring written consent to photography to be given.

VOTE: 8 – 0

Strategic plan:

The discussion of the strategic plan was tabled until the November 16, 2022 board meeting. A presentation will be made to the board on that date.

Resolutions

None

Public Comment / Trustees Comments

None

Closed Session

A motion was made by Ms. Joyce and seconded by Mr. Aberant to move into closed session.

VOTE: 8 – 0

Discussions were held regarding personnel matters.

A motion was made by Ms. Joyce and seconded by Mr. Aberant to move into open session.

VOTE: 8 – 0

Adjournment

A motion was made to adjourn the meeting by Mr. Aberant at 7:44 pm and seconded by Ms. Misselhorn.

VOTE: 8 – 0

The next meeting is Wednesday, November 16, 2022 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

October 26, 2022

Goals – 2022

- Go Fine Free - *May 2022*
- Launch digital literacy initiative via Northstar Digital Literacy platform - *March 2022*
- Migrate to a new ILS (Polaris) to improve patron experience and staff workflow - *October 2022*
- Continue offering exceptional programs including programs to advance the goals of Moorestown Better Together and Moorestown Year of the Environment - *monthly*
- Institute a weekly newsletter and improved reach to patrons – *April 2022*

Statistical highlights:

September 2022 compared to September 2021

CHECKOUTS – 8,941, 14% increase

GATE COUNT – 9,198, 25% increase

LIBRARY CARD APPLICATIONS – 166, 44% increase

Outreach snapshot - Autumn in Moorestown

150+ Grab and Go Crafts

36 Email newsletter requests

34 Library apps

18 Library cards

Friends Sponsored Event:

Manhattan Short Film Festival (4 showings – 150 attendees)

Wi-Fi update:

An upgraded Wi-Fi system was installed and launched October 21.

Polaris update:

Launch date is October 26. Cake on October 27.

Personnel:

FT HEAD OF TECHNOLOGY AND TECHNICAL SERVICES:

Long time and well-loved Head of Technical Services, Denise DiBlasio, will be retiring Dec 2022.

In keeping with changing library needs and to accommodate recommendations made in the strategic plan, I propose that we change the job title, along with the responsibilities, to Head of Technology and Technical Services. We would like to post the job within the next few weeks.

PT YOUTH SERVICES LIBRARIAN: (15 hours)

To meet new goals in the strategic plan for Youth Services and to help provide back-up for Adult Services, I propose that we add a PT Youth Services Librarian position.

PT LIBRARY ASSISTANT and PT ADULT SERVICES LIBRARIAN: Interviewing