

Moorestown Library Board of Trustees Meeting
Moorestown, NJ 08057
OFFICIAL ACTION
Meeting Minutes
September 28, 2022
7:00 PM

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

Members not in attendance:

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 September, 2022.

Public Comment

None

Meeting Minutes

None

Financial Discussions

1. Cash Disbursements Analysis Report

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

VOTE: 9 - 0

2. Cash Receipts Analysis Report

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

VOTE: 9 - 0

3. August 2022 Budget Statement

A motion was made by Mr. Aberant and seconded by Mr. Keating to approve the August 2022 Budget Statement.

VOTE: 9 - 0

Directors Report

See Attached.

Old Business

New Business/Trustee Comments

Ms. Serpico proposed the purchase of a second self-checkout machine to be used in the children's library. The cost of the machine is \$7979.79 and the maintenance is approximately \$1500.00 per year. Ms. Serpico is going to investigate the actual life expectancy of the machine and what the maintenance agreement covers.

A motion was made by Mr. Aberant and seconded Ms. Misselhorn to approve an expenditure of \$7979.79 with Bibliotheca for the purchase of an additional self-checkout machine.

VOTE: 9 – 0

Resolutions

Public Comment / Trustees Comments

None

Closed Session

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

VOTE: 9 – 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: 9 – 0

Adjournment

A motion was made to adjourn the meeting by Ms. Boren at 7:34 pm and seconded by Mr. Aberant.

VOTE: 9 - 0

The next meeting is Wednesday, October 22, 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

September 28, 2022

Statistical highlights: August 2022 compared to August 2021

CHECKOUTS – 11,799, 21% increase

GATE COUNT – 10,881, 29% increase

LIBRARY CARD APPLICATIONS – 116, 59% increase

Museum pass checkouts in 2022 (185) is up 42% compared to this time last year (130).

Future Outreach:

Autumn in Moorestown – October 8

Second Street Market – October 13

Director presentation at Breakfast Rotary – Nov 2

School visits:

Baker Kindergarten school visits are scheduled for September 27, 28, 29, and 30.

Friends:

Book sale – Friday, Sept 23 and Saturday, Sept 24 10am – 4 pm

Friends Sponsored Event:

Manhattan Short Film Festival

Tues, Sept 27 2-4:30 pm

Wed, Sept 28 2-4:30 pm

Thurs, Sept 29 6-8:30 pm

Sat, Oct 1 2-4:30 pm

Strategic Plan Update:

The strategic planning committee will review a draft of the plan in October.

Wi-Fi update:

Verizon installed equipment on 9.23.2022. JerseyConnect and Verizon will now build the virtual ethernet interface. Then the township will configure the firewall and reconfigure all of the equipment (controller, access points, etc.) and test. Estimated completion is Fall 2022.

Polaris update:

Staff have participated in several hours of training on the new ILS. Launch date is October 26.

Staffing:

The library is currently seeking applicants for a PT Adult Services Librarian and PT Library Assistant.