

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

**OFFICIAL MEETING MINUTES
February 22, 2023
7:00 P.M.**

Members in attendance: Jamie Boren, Jacqueline Brownell, Micki Ginsberg, Caroline Joyce, Christopher Keating, Mary McMahon, Beth Misselhorn, and Kevin Aberant.
Also present: Joan Serpico, Library Director.

Members not in attendance: Joan Bernstein.

I. Open Public Meetings Act Statement

Read by Jamie Boren.

II. Public Comment – None.

III. Meeting Minutes

Minutes for Meeting of January 25, 2023: Motion to approve made by Kevin Aberant, seconded by Beth Misselhorn. Motion passed 8-0.

IV. Financial Discussions

A. Cash Disbursements Analysis Report

Motion to approve made by Kevin Aberant, seconded by Caroline Joyce.
Motion passed 8-0.

B. Cash Receipts Analysis Report

Motion to approve made by Micki Ginsberg, seconded by Kevin Aberant.
Motion passed 8-0.

C. January 2023 Budget Statement

Motion to approve made by Kevin Aberant, seconded by Mary McMahon.
Motion passed 8-0.

D. Invoices in Excess of \$2,000.00

Invoice ML#3 from Library Development Solutions in the amount of \$7,500 for professional services in connection with Moorestown Library Strategic Planning Project.

Motion to approve invoice made by Kevin Aberant, seconded by Micki Ginsberg.
Motion passed 8-0.

- V. **Directors Report**
See attached report.
- VI. **Old Business**
None.
- VII. **New Business**
None.
- VIII. **Resolutions**
None.
- IX. **Public Comment**
None.
- X. **Closed Session**
There was no closed session at this meeting.
- XI. **Adjournment**
Motion to adjourn made by Micki Ginsberg, seconded by Mary McMahon.
Motion passed 8-0. Meeting ended at 7:32 p.m.

The next scheduled regular meeting is Wednesday, March 22, 2023 at 7:00 p.m.

**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

February 22, 2023

Literacy for Littles has begun!

This is a self-guided program featuring hands-on activities and early literacy tips for babies, toddlers, preschoolers, and caregivers to develop early literacy skills. Rotating activities are available in the Youth Services area and weekly early literacy tips are provided in the weekly e-newsletter.

Staff Development Day: Friday February 3

The library was closed to the public on Feb 3 for staff training. Jessica Trujillo, current NJLA President, opened with an interactive program on Internal Communication. Staff met as departments to review the finalized strategic plan and develop 2023 departmental goals. (They later sent individual goals to their supervisors.) In addition, staff met for *How Might We ...brainstorms* for implementing other strategic goals including

- increasing card holders
- developing community partnerships
- building our email and text message database
- assisting the public with digital devices
- creating a digital media discovery lab technology center.

It was a productive day and feedback from staff was positive.

Notary publics:

Jen Dunne and Ashley Hoffman are now certified notary publics and offering notary services to patrons. Other staff have expressed interest.

New staff started: We are thrilled to have them!

Caitlin Hawe-Ndrio, FT HEAD OF ADULT SERVICES (Feb 6)

Kelly Shesko, PT ADULT SERVICES LIBRARIAN -programming (Feb 1)

Kadie Delgado, PT ADULT SERVICES LIBRARIAN -nights & weekends (Feb 14)

Michelle Reasso, PT YOUTH SERVICES LIBRARIAN -nights & weekends (Feb 1)

Library Board of Trustees Continuing Education Requirement:

Library Board of Trustees is required to complete 7 total hours of continuing education per year for the library to qualify for NJ State Aid. Many virtual webinars are available at

<https://nibrarytrustees.org/>

