

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

**OFFICIAL MEETING MINUTES
September 27, 2023
7:00 P.M.**

Members in attendance: Joan Bernstein, Jacqueline Brownell, Caroline Joyce, Chris Keating, and Beth Misselhorn
Also present: Joan Serpico, Library Director

Members not in attendance: Kevin Aberant, Jamie Boren, Micki Ginsberg, and Mary McMahon

I. Open Public Meetings Act Statement
Read by Caroline Joyce.

II. Moment of Silence and Flag Salute

III. Public Comment
None.

III. Meeting Minutes
Minutes for Meeting of August 30, 2023 to be voted on at October 2023 meeting.

IV. Financial Discussions

A. Cash Disbursements Analysis Report

Motion to approve made by Chris Keating, seconded by Caroline Joyce.
Motion passed 5-0.

B. Cash Receipts Analysis Report

Motion to approve made by Chris Keating, seconded by Beth Misselhorn.
Motion passed 5-0.

C. August 2023 Budget Statement

Motion to approve made by Joan Bernstein, seconded by Beth Misselhorn.
Motion passed 5-0.

D. Invoices in Excess of \$2,000.00

i. Invoice #7339119 from Demco in the amount of \$2,015.97.

Motion to approve made by Joan Bernstein, seconded by Chris Keating.
Motion passed 5-0.

ii. Invoice #504294253 from Midwest Tape, LLC in the amount of \$2,033.25 for digital media via Hoopla.

Motion to approve made by Chris Keating, seconded by Joan Bernstein.
Motion passed 5-0.

V. Directors Report

See attached report.

VI. Old Business

None.

VII. New Business

Teen Advisory Board (TAB) leaders report. (No action required).

Proposed revision to personnel manual: payment of unused sick days upon retirement.

Motion to approve made by Chris Keating, seconded by Caroline Joyce.
Motion passed 5-0.

VIII. Resolutions

Resolution No. 2023-6: Resolution Authorizing Moorestown Library to Sell Surplus on Govdeals.

Motion to approve made by Chris Keating, seconded by Caroline Joyce.
Motion passed 5-0 (roll call vote taken).

IX. Public Comment

None.

X. Closed Session

There was no closed session at this meeting.

XI. Adjournment

Motion to adjourn made by Chris Keating, seconded by Caroline Joyce.
Motion passed 5-0.
Meeting ended at 7:53 p.m.

The next scheduled regular meeting is Wednesday, October 25, 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

September 27, 2023

Sunday hours

We have received a positive response from the community about the new Sunday hours. Over 100 patrons visited on the first Sunday, September 10. The social media posts about Sunday hours have received a higher-than-average number of likes and positive comments.

Facebook: 48 likes/loves vs an average of 9.89

Instagram: 28 likes vs an average of 14.5

Summer Reading results

Moorestown did some serious reading over the summer and let us know about it.

1,306 active participants (29% increase over 2022)

8,284 books read (6% increase over 2022)

Thanks to work by library staff and Friends funding for prizes and ReadSquared.

Strategic Planning Committee

The Strategic Planning Committee met on September 20 to review the library's progress on the strategic plan via the activity grid. They will meet again in 6 months.

Refresh and Repurpose Library Space - Updates

The addition of low shelves and slatwall in Youth Services has recreated an inviting entry that highlights new materials. Thanks to Public Works for hanging the furnishings.

Reference shelves will be taken down by Public Works and replaced with comfortable seating and a large table to provide space for leisure reading, studying, meeting, and watching the birds.

The Director, Head of Adult Services and Head of Youth Services will be meeting with a furniture vendor about a proposed design plan at the end of the month.

The area in front of the library has been weeded, replanted and irrigation repaired.

Upcoming Events

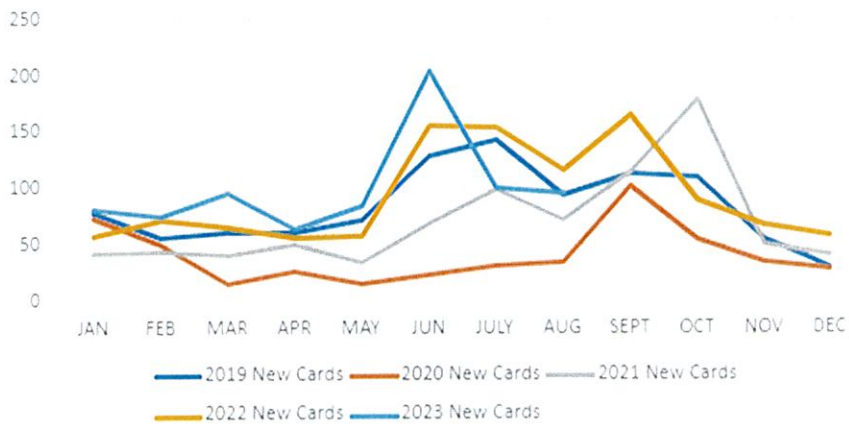
Manhattan Short Film Festival: September 28 - October 4 (five screenings)

Local Authors Festival: Saturday, November 4

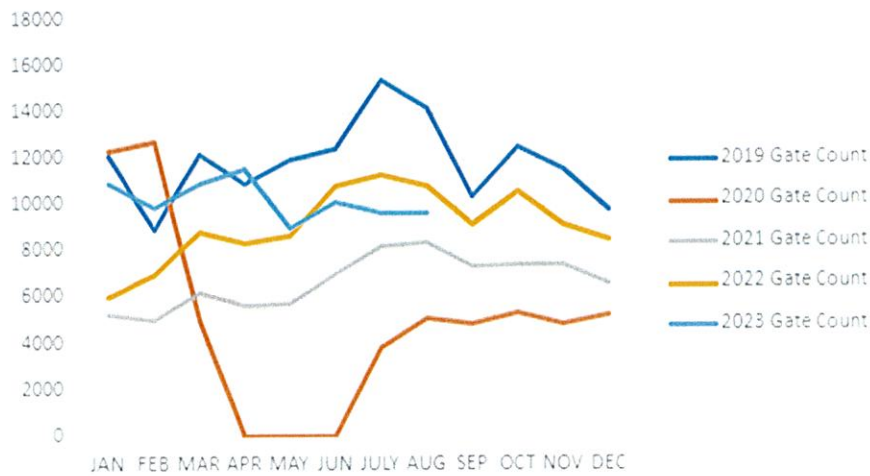
Checkouts/Renewals



New Cards



Gate Count



* New gate counter installed May 2023.

RESOLUTION NO. 2023-6

RESOLUTION AUTHORIZING MOORESTOWN LIBRARY TO SELL SURPLUS ON GOVDEALS

WHEREAS, the Moorestown Library is the owner of certain surplus property which is no longer needed for public use; and


WHEREAS, the Library is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE BE IT RESOLVED, by the Moorestown Library Board of Trustees, County of Burlington, as follows:

- (1) The sale of the surplus property shall be conducted through GovDeals. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com.
- (2) The sale will be conducted online, and the address of the auction site is govdeals.com
- (3) The sale is being conducted pursuant to Electronic Procurement Rules. R.2021 d.031 (53 N.J.R. 501(a))
- (4) A list of the surplus property to be sold is attached as attachment A.
- (5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning the use of said surplus property.
- (6) The Library reserves the right to accept or reject any bid submitted.

I hereby certify that the within Resolution was adopted at the meeting of the Moorestown Library Board of Trustees held on September 27, 2023.

**BOARD OF TRUSTEES
MOORESTOWN LIBRARY**


Chris Keating, SECRETARY


Jamie Boren, PRESIDENT (At Large)
Caroline Joyce

| | MOTION | AYE | NAY | ABSTAINED | ABSENT |
|-----------------|--------|-------|-----|-----------|--------|
| Joan Bernstein | | ✓ | | | |
| Jamie Boren | | | | | ✓ |
| Jackie Brownell | | ✓ | | | |
| Micki Ginsberg | | | | | ✓ |
| Caroline Joyce | | ✓ 2nd | | | |
| Chris Keating | | ✓ KT | | | |
| Mary McMahon | | | | | ✓ |
| Beth Misselhorn | | ✓ | | | |
| Kevin Aberant | | | | | ✓ |

Attachment A

| | Model/Description | Condition |
|----|--------------------------------------|-----------|
| 1 | Wooden book truck with wheels | Used |
| 2 | 4 HP Prodesk 600 G4 Desktop Mini PCs | Used |
| 3 | 18 Bytespeed CPUs | Used |
| 4 | 4 Logitech keyboards | Used |
| 5 | 21 Dell keyboards | Used |
| 6 | 11 Mice | Used |
| 7 | 10 HP inkjet cartridges | Used |
| 8 | 1 wire manager | Used |
| 9 | 18 VGA cords | Used |
| 10 | 3 monitors | Used |
| 11 | 210 DVD cases | Used |
| 12 | 185 CD cases | Used |