

MOUNT OLIVE PUBLIC LIBRARY
Monthly Meeting Minutes
Board of Trustees Meeting
February 15, 2023

A. Roll Call

- Vice President Vranda Kamath called the meeting to order at 6:30 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Alicia Sharma – Treasurer; Marion Fleischner – Secretary; Drew VanDam – Member-at-Large; Kevin R Stansberry - Superintendent’s Alternate, Meghan Tava - Mayor’s Alternate; John Ferrante – Town Council Liaison, and Jocelyn Schaechter - Bookkeeper. Absent was Beth Blakey – President.

B. Compliance with Open Meetings Act

- The meeting is being held in compliance with the *Open Public Meetings Act*. Notice has been sent to the newspaper Daily Record, the Township Clerk and is posted in the Township Library.

C. Agenda Review/Changes by the Board

- None.

D. Agenda Review

- Public request for items to be on the agenda: none.
- Board request for items to be added to agenda: none.

E. Approval of Minutes

- **A motion to approve the January 10, 2023 Reorganization Minutes with corrections was made by D. VanDam and seconded by M. Fleischner. Motion was approved with two abstentions.**
- **A motion to approve the January 10, 2023 Regular Monthly Minutes with corrections was made by A. Sharma and seconded by D. VanDam. Motion was approved with two abstentions.**

F. President’s Report – None – President Absent

G. Action on Bills

February 2023:

- **A motion to approve the February 2023 Encumbrances List was made by D. VanDam and seconded by M. Fleischner. Motion approved unanimously.**
- **A motion to approve the February 2023 Bills List was made by M. Fleischner and seconded by A. Sharma. Motion approved unanimously.**

H. Financial Reports

February 2023:

- **A motion to approve the February 2023 Financial Report was made by M. Fleischner and seconded by D. VanDam. Motion approved unanimously.**

I. Library Director’s Report:

Communications:

- On 1/28/23 The Annual Budget Council Meeting – the Library Director presented the Library’s budget.
- The portal for the annual state survey report has been opened. This report is due on 3/15/2023, although the state library recommends that libraries submit sooner.

FRIENDS – This group met on February 1, 2023

- Discussed that this group is open to conducting a pop-up sale at the Library’s reading kickoff on Saturday, July 1st.

Building and Grounds:

- **Fire Inspection** – the Library received its certificate of compliance for 2023 from the Fire Marshall.
- **Roofing** – The Director is receiving quotes for repairs to a section of the roof which has not been serviced during his tenure.
- **Quiet Study Room** – has been repainted and 2 new desk carrels (cubicles) have been purchased and received. Pending repairs include blinds and window treatments.
- **Lighting/Electrical** – the repair of the electrical outlets in the Friend’s section of the basement has been completed. The fan in the Admin bathroom needs to be replaced. The installation of two electrical radiator baseboards in the children’s area has been completed.
- **Ceiling Tiles** – More than 50 ceiling tiles need to be replaced at various locations throughout the Library. These ceiling tiles have been water damaged through the years but have never been replaced. The replacement process will be spread out throughout the year.
- **Children’s Bathroom** – has been repaired and repainted.

- **EV Chargers** – the installation has begun and is almost completed. The switchover will begin the morning of February 21, 2023. Since the Library will be out of power during this installation, a delayed opening will take place. The Library will open at 1pm on the 21st.
- **Landscaping** – The DPW has requested that the library revamp the landscaping directly attached to our building. The Library Board of Trustees has chosen not to make this revamp, as the money is needed for other more pertinent repairs.
- **New Programing Protocol** – Post Covid has seen an influx of outside presenters “pitching: their ideas to the Library for various forms of programming and events. As a result of this overwhelming influx of requests, a new in-take protocol for “cold calls” has been implemented. Patrons or organization looking to present at the Library or use Library space for exhibits or presentations must submit an official application and show proof of their credentials. Each application will be assessed on a case-by-case basis.
- **Misc. Items** – Summer Reading begins July 1st – the Topic for this year is “All Together Now.” The Board has chosen to go “Green” with items for its meetings.
- **Programming Stats** – Programming has rebounded but it is still not at pre-Covid numbers.

J. Committee Reports

1. **Personnel/Staffing** – none

2. **Finance and Budget** – none

3. **Policies** –

- **A motion to approve the revised The Mount Olive Public Library’s Selection of Materials Policy** was made by D. VanDam and seconded by V. Kamath. **Motion approved unanimously.**
- **A motion to approve the revised The Mount Olive Public Library’s De-Selection of Materials Policy** was made by M. Tava and seconded by D. VanDam. **Motion approved unanimously.**
- **A motion to approve The Mount Olive Public Library’s Request for Reconsideration of Library Materials Policy** was made by D. VanDam and seconded by V. Kamath. **Motion approved unanimously.**

4. **Building/Grounds** – see Director’s Report

5. **Technology** – none

7. **Negotiations** –

- The chairperson of this committee explained to the Board that a three-year contract (2023-2025) has been approved by both the CWA and the Negotiations committee. She thanked everyone for their diligence in completing this agreement efficaciously.

8. **Strategic Planning** –

- The Strategic Survey is up and running – it is on the website as a permanent link and there are paper copies. However, the student portion of this survey is not yet available.

k. **FRIENDS:** see Director’s Report

l. **New Business:** none

m. **Unfinished Business/Action Items:** none

n. **Public Comments:** none

o. **Board Comments:** none

p. **Adjournment**

- **A motion to adjourn the meeting** was made by M. Fleischner and seconded by A. Sharma. **Motion approved unanimously.**
- Meeting adjourned at 7:38 pm.
- The next meeting is scheduled for Tuesday, March 14, 2023 at 6:30pm.

Beth Blakey, President

Date:

Marion J. Fleischner, Secretary

Date: