

MOUNT OLIVE PUBLIC LIBRARY
Monthly Meeting Minutes
Board of Trustees Meeting
January 16, 2024

A. Roll Call

- President Alicia Sharma called the meeting to order at 7:00 PM and began the meeting by initiating roll. Present were Mauro Magarelli - Library Director; Alicia Sharma - President, Beth Blakey, Marion Fleischner - Secretary, Vranda Kamath – Treasurer, and Meghan Tava – Mayor’s Alternate. Absent were – Elizabeth McDermond - Superintendent’s Alternate, John Ferrante – Town Council Liaison; Jocelyn Schaechter – Bookkeeper, and Drew VanDam – Vice President
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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. President’s Report –

- First let me wish all members and their families a joyous , prosperous, and healthy New Year. Second, she congratulated everyone on their reappointment, and third thank you all for nominating me as president. I certainly want to express my sincere appreciation for the Board’s trust and confidence in my abilities.
- As we enter this new chapter, let us renew our commitment to excellence and innovation. Let us continue to adapt to the evolving needs of our community, embracing technology, diversity, and inclusion in our quest to serve every member with distinction. The library is not merely a repository of books; it is a dynamic hub that empowers individuals and connects communities.
- I applaud the unwavering dedication of the Library Director, the librarians, the staff, the volunteers and, of course, you the board who work tirelessly to make our township library a welcoming space for all. Your passion and commitment to our shared vision have been the driving force behind the library’s success.
- In the coming year, I would like to encourage us to explore new avenues to expand our reach, to engage with diverse audiences, and to create a lasting impact. Let our library be a catalyst for positive change, for fostering a love for learning, for curiosity, and for understanding.
- As we face the future together, I am confident that our collective efforts will continue to elevate the role of library in our communities.
- Let the pages of this new year be filled with stories of progress, collaboration, and the transformative power of knowledge.
- May our library continue to be beacons of wisdom, and may our shared journey be marked by success and fulfillment.
- In closing, thanks again for this incredible opportunity to serve as your president. I ask for your guidance, patience, and support as we embark on this year long journey.

F. Action on Bills

January 2024:

- **A motion to approve the January 2024 Encumbrances List retroactively** was made by B. Blakey and seconded by M. Fleischner. **Motion approved unanimously.**
- **A motion to approve the January 2024 Bills List retroactively** was made by B. Blakey and seconded by M. Fleischner. **Motion approved unanimously.**

G. Financial Reports

January 2024:

- **A motion to approve the January 2024 Financial Report retroactively** was made by V. Kamath and seconded by B. Blakey. **Motion approved unanimously.**

H. Library Director's Report:

Communications:

Reading Raffle

- 12/20 - The 2023 Holiday Reading Raffle was an outstanding success with approximately 1300 tickets submitted and nearly 325 people attending the official calling. The patron feedback thus far has been overwhelmingly positive. Plans are already in place to make next year's raffle even better.

REMINDER: Budget Council Meeting has been rescheduled for Feb. 3rd, 2024.

VITA – Volunteer income tax Assistance

- Beginning on February 6, the United Way of Northern NJ will once again provide free income tax assistance for Mt. Olive Library patrons. All scheduling will be done by United Way. Patrons cannot make an appointment via library staff.

BUILDING & GROUNDS HVAC

- 1/3 - Seasonal maintenance was conducted on our HVAC units. Inspections indicated minor issues on some RTU's, but presently RTU #3 needs major repairs.
- Major Repairs for Dec/Jan completed by Maintenance Personnel:
 - Non-Fiction Wall - Taped and spackled stress cracks located in bank window wall. Area will also be repainted during off-hours.
 - Roof Issues - Heavy downpours the week preceding Xmas created a few roof leaks in the Main Area. Maintenance Personnel was able patch some of the more obvious problematic areas. We are now looking at better gutter placements to ensure water is not continuously sitting in flat areas.
 - Basement Clean- out - Continuous process of dismantling and discarding unusable furniture.
 - Warped Window Molding - A large section of warped window molding in the "Great Area," detached from its setting, possibly cause by the drying out of the original glue. The molding was straightened and reattached with a stronger fastener.

FRIENDS: Friends funding for this year's Holiday Season requisition total was quite substantial. The Friends of MOPL continue to provide the library with exceptional support.

PERSONNEL:

- Adult Services Librarian/Programming – Interviewing for this position has begun. The plan is to have the new person in place by the first week of February.
- The Library Director told the Board that one of the staff members has completed 30 years of service to the Library and that this person has made vast contributions and continues to assist in all avenues. **A motion to pay for a luncheon to honor this individual** was made by M. Fleischner and seconded by B. Blakey. **Motion approved unanimously.**

Circulation STATS: Circulation numbers were beyond expectations. With 154,578 total circs in 2023. An 11% increase from 2022.

I. Committee Reports

1. **Personnel/Staffing** – see Director's Report
2. **Finance and Budget** – see Director's Report
3. **Policies** – none
4. **Building/Grounds** – see Director's Report
5. **Technology** – none
7. **Negotiations** – none
8. **Strategic Planning** – update forthcoming

J. New Business: none

K. Unfinished Business/Action Items: none

L. Public Comments: none

M. Board Comments: none

N. Adjournment

- **A motion to adjourn the meeting** was made by B. Blakey and seconded by V. Kamath. **Motion approved unanimously.**
- Meeting adjourned at 7:39 pm.
- The next meeting is scheduled for Tuesday, February 13, 2024 at 6:30pm.

Alicia Sharma, President

Date:

Marion J. Fleischner, Secretary

Date: