

**MINUTES OF THE MONROE TOWNSHIP  
LIBRARY BOARD OF TRUSTEES MEETING**

**June 20, 2016**

ATTENDING:

Members

Sylvie Feist (President)  
Lillian Augustine, Vice- President  
Ben Baum  
Steve Dalina  
Audra Dipierro  
Robert Isaacs  
Lois Kane  
Kelly Roselle  
Blaise Dipierro

Staff

Irene Goldberg  
Jennifer Scola

Friends of the Library

Helaine Evans

CALL TO ORDER

The meeting of the Monroe Township Library Board of Trustees was called to order at 6:25 p.m. by Sylvie Feist, Board President, presiding.

STATEMENT OF COMPLIANCE

It was noted that this meeting was in compliance with the Open Public Meetings Act.

MINUTES OF THE MAY 16, 2016 MEETING

*Lillian Augustine moved that the minutes be accepted as presented.  
Bob Isaacs seconded. The motion passed.*

DIRECTOR'S REPORT

Irene reported that the Library's HVAC controls in the original building need to be replaced. The addition has different controls and the two systems do not "speak to" each other and there have been recent failures in the older system. Irene recommends that the Board accept the lowest quote from TLP at \$23,835.00 under New Business.

Without additional cost but some labor the Library parking lot will be swept, patched and relined in the near future.

Replacement of the parking lot lighting continues to move forward.

The asphalt path between the parking lot and Greenbriar will be repaved in the next few weeks.

Irene also noted that there has been an issue with mold in the drive thru. The carts that hold the books are lined with foam and due to rain blowing into the slots the foam has become wet resulting in mold. Irene requested permission to return to the architects, Arcari and Iovino for a redesign of canopies over the drive thru and over the staff entrance.

The Board agreed and asked that Irene have the request itemized into the following categories.

- Drive thru canopy
- Staff entrance canopy
- Meeting room lighting
- Activity room lighting.

## ASSISTANT DIRECTOR'S REPORT

Leah reported that she has finished the yearly booktalks at the elementary schools.

The *Kids for Kids* Photography and Poetry Reception was held on June 2. The Library received enough entries at the last minute and that enabled the *Kids for Kids* group to hold the reception.

The summer Buddies Program for reading and math has returned and again there are more students asking for a partner than there are volunteers. The children's staff put out a call for additional volunteers to assist with the program.

The Children's staff and I have been discussing a way to provide homework assistance at the Community Center during the school year. Lynnette and Patti have spoken with the staff there and the Community Center will provide a conference room several days a week for this program. The Woman's Club of Stonebridge responded to the call for volunteers for the summer program but they have over 500 members and wanted to do something more. The group has agreed to run the homework assistance program at the Community Center beginning in September.

## FINANCIAL REPORT

The financial report was accepted as submitted.

## COMMITTEE REPORTS

Irene presented a change to the Policy on Acceptable Behavior.

Recently a resident has been meeting in a study room or the main area of the Children's department to conduct a language class. There have been as many as 18 children. The patron will be told that this is not acceptable. She may meet in the meeting room but would need to fill out an application.

The Board had several suggested changes and asked that the policy be brought to the July meeting.

## FRIENDS OF THE LIBRARY

The annual Membership Tea was held on June 1, with a performance by the Impulse Quartet. The event was a success with over 90 people attending.

Book Clubs and Movies at Monroe Village continue.

Several years ago the Friends sponsored a popular series called Lunch and Learn. The group would like to host the series again beginning in September.

## MONROE TOWNSHIP SCHOOL ADMINISTRATOR

The School District and the Library collaborated on a "Summer Reading Night". This program was offered last year and was a huge success. Unfortunately this year no one attended the event. Kelly feels that the event may have been held too early this year and also the district's change to less controlled reading list may have contributed to the lack of attendance.

Graduation will be at the Sun Center on Wednesday at 3:00 pm.

The District's Summer Administrator's workshop will be held at the Monroe Library during the last week in June.

## STUDENT REPRESENTATIVE

Wednesday, June 22 is the last day of school. Graduation will be held that afternoon at the Sun Center in Trenton. Graduation will be followed by Project Graduation.

The High School Students will be able to keep their iPads over the summer this year.

## FOUNDATION

The Art Show and Raffle netted \$1500.00. The event was very popular with the artists and many have requested that the Foundation hold the event again.

The Foundation has decided to limit its annual activities to just the Jewelry Show and Art Show and Raffle.

The Foundation will be working on a more up to date web presence. They will also be investigating how to accept donations online.

## OLD BUSINESS

None

## NEW BUSINESS

Irene presented a recommendation to upgrade the HVAC controls in the original building.

*Ben Baum moved that the Library Board of Trustees move \$23,835.00 from the Reserve Fund to the 2016 Library Budget for new web-based controls for the original HVAC system and for the installment of the controls by TLP Climate Control Systems. Audra Dipierro seconded. The motion passed unanimously.*

This year's Trustee Institute sponsored by the NJ State Library and the New Jersey Library Trustee Association is "Re-Envisioning the Future of Public Libraries" with guest speaker Maureen Sullivan. The Institute will be at the National Conference Center in East Windsor on Saturday, September 10.

Irene will provide an update on the Strategic Plan at the July meeting. Sylvie asked the Board members to review the Strategic Plan before the meeting.

## ACTION ON BILLS

Ben Baum moved the payment of bills with checks #15253– #15310, in the amount of \$583,736.70. Lois Kane seconded. The motion passed unanimously.

## OTHER

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Monday, July 18, 2016** at 6:30 p.m.

## ADJOURNMENT

There being no other business, Steve Dalina moved that the meeting adjourn. Bob Isaacs seconded. The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Leah Wagner