

**MINUTES OF THE MONROE TOWNSHIP  
LIBRARY BOARD OF TRUSTEES MEETING  
Amended  
December 12, 2016**

ATTENDING:

Members

Sylvie Feist, President  
Lillian Augustine, Vice- President  
Steve Dalina  
Audra Dipierro  
Lois Kane  
Prena Shah  
Blaise Dipierro (MTHS Representative)

Staff

Irene Goldberg  
Leah Wagner

CALL TO ORDER

The meeting of the Monroe Township Library Board of Trustees was called to order at 6:30 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 NOVEMBER 21, 2016 MEETING

*Lois Kane moved that the minutes of the November 21, 2016 meeting be accepted as presented. Prena Shah seconded. The motion passed.*

*Lillian Augustine moved that the minutes of the November 21, 2016 Closed Session be accepted as presented. Audra Dipierro seconded. The motion passed.*

DIRECTOR'S REPORT

Irene Goldberg reported that due to the heavy use of the meeting room and limited staff, changes have been made to booking the meeting room.

The meeting room will not be available for public groups on Mondays.

All staff should not schedule major set-up changes in the same day.

Another situation arose this week. The Library has been working with a non-profit group that provides tutoring and mentoring in the Activity Room on weekends. This is a room that is used mainly for Library programs. The coordinator of the group had met with the Library's Youth Services staff to make these arrangements. Camp mentoring was to be a free tutoring and mentoring program for youth.

Last week the Library staff was notified by a parent that the group was charging a twenty-five dollar registration fee. Charging the participants is in direct violation of the Library's Policy. Irene contacted the group's coordinator and explained that they could no longer charge a registration fee and continue to use the Library. This past weekend participants were charged the fee.

The Board agreed that this was a violation of the policy and instructed Irene to notify the coordinator that the group would no longer be able to meet in the Monroe Library.

#### ASSISTANT DIRECTOR'S REPORT

Leah Wagner has been working on completing performance appraisals for her staff.

Leah attended a recent Mayor's Youth Advisory Committee meeting. The group is planning a mock crash for late April. The event will be held at the high school for the sophomore, juniors and seniors. The crash will highlight the dangers of drinking and driving.

#### FINANCIAL REPORT

The financial report was accepted as submitted.

#### COMMITTEE REPORTS

None

#### TOWNSHIP COUNCIL REPORT

Steve has been working with the Township Administration on the Township's Master Plan. Part of the plan concerns the number of affordable housing units and Steve is working directly with this. This will not be a short term plan for the Township, but will focus on what the Township will be like in the next 25-50 years.

#### FRIENDS OF THE LIBRARY

None

#### MONROE TOWNSHIP SCHOOL ADMINISTRATOR

None

#### STUDENT REPRESENTATIVE

The Future Business Leaders of America (FBA) is sponsoring a Monopoly Fundraiser. Local businesses are being asked to purchase a box on the game board. Once all the boxes are filled, a game board will be manufactured and be sold through the FBA.

#### FOUNDATION

None

## OLD BUSINESS

None

## NEW BUSINESS

Irene presented several transfers for approval.

\$10,000	from	Electronic Subscriptions to Books
\$6,600	from	Programs to Printing
\$7200	from	Contractual to Photocopy

*Lillian Augustine moved the Board approve the Proposed Transfers. Audra Dipierro seconded. The motion passed.*

Irene suggested that a Personnel Committee be formed to conduct her performance appraisal and future personnel issues.

The members of the committee are:

Sylvie Feist  
Lillian Augustine  
Audra Dipierro  
Robert Isaacs  
Prena Shah

The Personnel Committee will meet at 6:00 pm on Monday, January 9, 2017.

The January meeting will begin with the election of officers. Audra will convene the Nominations Committee and present a slate at the January 9 meeting.

The members of the Nomination Committee are:

Sylvie Feist  
Audra Dipierro  
Prena Shah  
Robert Isaacs

## ACTION ON BILLS

Lillian Augustine moved the payment of bills with checks #15536– #15565, in the amount of \$414,810.30. Audra Dipierro seconded. The motion passed unanimously.

## OTHER

The next meeting of the Monroe Township Library Board of Trustees is scheduled for **Monday, January 9, 2017** at 6:30 p.m.

## ADJOURNMENT

There being no other business, Prena Shah moved that the meeting adjourn. Audra Dipierro seconded. The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Leah Wagner