

Spotswood Public Library
Board of Trustees Meeting

Thursday, January 21, 2016

Next Meeting: Thursday, February 18, 2016

PRESENT: Anne Wallace, C. L. Quillen, Director, Michele Petosa, Recording Secretary, Carol Farley, Emma Jane Decker, Annamaria Faga and Mary Leaver, Phyliss Snyder, and Councilman Leo Servis. Absent: Mayor Nicholas Poliseno, Allison Poliseno.

The meeting was called to order by Anne Wallace at 7:00 P.M. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present.

ADDITIONS TO THE AGENDA: None.

COMMUNICATIONS: None.

COMMITTEE REPORTS: Councilman Leo Servis: EMS discussion tabled until February 17 meeting. Water pipe connection on Brunswick Avenue between Spotswood and East Brunswick to be fixed.

Friends of the Library – Betty Lonagan: First meeting of the New Year is next week at 6:30 p.m. Betty is the new president. Betty and Anne wrapped gifts at Barnes and Noble as a fundraiser. If repeating next year, schedule sooner. Dine to Donate and Jewelry sale successful. New fundraising programs such as jewelry sale, Dine to Donate and EB Playhouse pending. Volunteers needed. Friends may buy a library pass for Sculpture Gardens. Meeting at High School regarding Friends Scholarship for upcoming years.

DIRECTOR'S REPORT: Please read full report. Dawn McDonald not able to meet regarding library request until February. The lost deposit issue from December has been resolved – the money was found by the bank. Emma Jane brought in donated letters written to Joseph Jacobs, the Czechoslovakia Ambassador that were received in the Thrift Store; the director contacted the Hoover Institute, and they are being donated to their archive. Renovations completed with adjustments; future projects pending. C.L. thanked staff for a wonderful job during the renovation project. Work still being done in AV and Tween sections. January program signups lagging. Problems with Kids Create in December; director sent more specific guidelines to their advisor. Comcast replaced old wiring.

MINUTES: Anne Wallace made a motion to accept the November minutes: Carol Farley seconded. Phyliss Snyder made a motion to accept the December minutes with three minor corrections; Emma Jane Decker seconded. Both motions passed unanimously.

FINANCIAL REPORT: C.L. has limited access to financials; 2015 Audit Trail Report Pending. Smart Money report reviewed. Of note is the new primary electric provider.

PERSONNEL: Nothing to report.

OLD BUSINESS:

- Circulation Policy – table for further discussion.

- An estimate was received from the Borough for removing the tree in front of the Library. A decision needs to be made about who is responsible for removing it.
- The new website still needs some work.

NEW BUSINESS:

- Resolutions were made for the FY 2015 and to make the Sentinel the official library newspaper. Anne Wallace made a motion to approve both resolutions; Mary Leaver seconded. The vote was unanimous and Anne Wallace signed both resolutions.
- Anne Wallace made a motion to keep the 3rd Thursday of the month for board meetings in 2016 and January 2017; Annamaria Faga seconded. The vote was unanimous.
- Annamaria Faga made a motion to nominate board officers as follows: Anne Wallace as President, Carol Farley as treasurer, Emma Jane Decker as secretary and Phyliss Snyder as vice president. Emma Jane Decker seconded. The vote was unanimous.
- Anne Wallace made a motion to appoint the above mentioned officers; Carol Farley seconded. The vote was unanimous.
- Open house scheduled for February 17, 2016 from 4-7 p.m.
- Fine Amnesty February 16-22, 2016
- Pete the Cat program February 20, 2016 at 3 p.m.
- Makers Day program in March.
- New logo discussed.
- Can HS build Plexiglas case for ship?

PUBLIC COMMENTS: None.

Anne Wallace made a motion to go back into executive session at 9 p.m. Phyliss Snyder seconded.

A motion to end Executive Session was made by Anne Wallace at 9:20 pm and seconded by Annamaria Faga.

Regular session reconvened at 9:21 pm no action taken. Anne Wallace made a motion to end the regular session at 9:21 pm and Emma Jane Decker seconded

Respectfully submitted,

Michele Petosa
Recording Secretary