

Spotswood Public Library
Board of Trustees Meeting

Thursday, February 19, 2015

Next Meeting: Thursday, March 19, 2015

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

The meeting was called to order by Anne Wallace at 7:01 P.M. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present.

ADDITIONS TO THE AGENDA: Payroll.

COMMUNICATIONS: After discussion it was decided that covered drinks will be allowed in the library except near computer stations and must be disposed of properly.

COMMITTEE REPORTS: Councilman Ed Seely: Absent, no report.

Friends of the Library – The Friends will donate cabinets to yard sale with proceeds going to the Spotswood public schools.

DIRECTOR'S REPORT: Please read full report. First grade visit scheduled for March 5th; letters will be sent home with library card application. There was a 6 month donation of the Wall Street Journal. C. L. will attend Active Shooter training in Monroe and forward the state aid petition link. Upcoming summer reading program overall theme "Every Hero Has a Story". Possible involvement by SPD/Fire Departments. State Aid report due 3/15/15. Quarterly book sale rescheduled. April is volunteer month. C.L. attended director's training and is looking into a pilot program for print disabled. She is also investigating printing options for updated brochure. *Frozen and Harry Potter* programs were very successful!

MINUTES: Annamaria Faga motioned to approve the minutes. Anne Wallace seconded. The motion was passed and the minutes of the January 15, 2015 meeting were approved.

FINANCIAL REPORT: Please review report. CL continues to work on year end budget closeout. Trustee dues have been paid.

OLD BUSINESS:

- Anne Wallace made a motion to bundle with Comcast if rates cheaper than the current pricing. Phyliss Snyder seconded. The vote passed unanimously.
- Fire inspection certificates were issued.

NEW BUSINESS:

- Annamaria Faga nominated Anne Wallace for President, Phyliss Snyder seconded. Anne Wallace nominated Emma Jane Decker for Secretary, Annamaria Faga seconded. Anne Wallace nominated Carol Farley for Treasurer, Phyliss Snyder seconded.
- Refund issue tabled.
- Anne Wallace made a motion to not accept bills over \$20, Mary Leaver Seconded. The vote passed unanimously.
- Substitute staff position to be advertised.
- Anne Wallace made a motion to change Wednesday's staff hours from 11:00 a.m. – 9:00 p.m. and public hours to 12:00 p.m.-9:00 p.m. Phyliss Snyder seconded. The vote passed unanimously.
- C.L. thanked Mayor Poliseno for liking the Library Facebook page. The Poliseno's attended the Senior Citizens' lunch receiving positive feedback on the director and library.

PUBLIC COMMENTS: None.

Phyliss Snyder made a motion to adjourn the meeting; Mary Leaver seconded. The regular meeting of the Board of Trustees ended at 9:02 p.m.

Respectfully submitted,

Michele M. Petosa
Board Secretary