

Spotswood Public Library  
Board of Trustees Meeting

Thursday, May 15, 2014

**Next Meeting: Thursday, June 19, 2014**

**PRESENT:** Anne Wallace, Michele Petosa, Board Secretary, Annamaria Faga, Carol Farley, Phyliss Snyder, Emma Jane Decker, Allison Poliseno, Nicholas Poliseno, Mayor, Councilman Nicholas Legakis. Absent: Mary Leaver.

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.

**Anne Wallace introduced the new director, C. L. Quillen, who began today.**

**COMMITTEE REPORTS:**

Councilman Nicholas Legakis – The Memorial Day parade is scheduled for May 26. Any organizations wishing to march should email Ed Seely. Lineup is at 1 at SHS; parade begins at 2 p.m. The Recreation Department is planning ‘Swoodstock’ behind SHS on June 7 at 1 p.m.; vendor tables available for purchase. Spotswood Municipal Alliance is planning a drive in movie night at SHS on June 27. National Family Night out August 5; vendor tables available.

Friends of the Library: The Texas Roadhouse fundraiser was modestly successful. Ticket sales for Library Day baskets did very well and the Spotswood Library Day was a huge success. The Friends will have a table at the Columbiettes flea market on May 17. The Friends have 30 tickets for the November 16 Playhouse production of ‘Mame’ on reserve; details pending.

**LIBRARY REPORT:** Susan Wisniewski – Please review report. Lights have been fixed but one still pending. Three estimates were received for the light poles. The lights would not be LED since retrofitting to existing pole not an option. JCP&L fixed one of their lights; they will be contacted if the driveway pole is theirs. The two new line items were added; amounts pending budget approval. SHS student volunteers have returned. Verizon tax exempt status and possible bundling pending. Router problems have not been fixed. Better World Book account has been established to recycle books left from the book sale. Unresolved phone bills still an issue. Book sale will be June 23-28, 2014. Staff evaluations to be discussed in executive session. Trustee Program available in Eatontown; first trustee free, second \$75. CL discussed the Engaged Patrons Service Provider that is available to libraries whose budgets are under one million dollars. They offer a variety of free services and author alerts. She discussed the possibility of laptops with new computers and will look into possible grants, NJ Council for the Humanities programs, museum passes, staff training day, possible confidentiality training by state librarian. Please review statistics.

**MINUTES:** Anne Wallace made a minor change to the minutes. Annamaria Faga motioned to approve the April minutes with the discussed correction. Carol Farley seconded. The motion was passed and the minutes of the April 17, 2014 meeting were approved.

**FINANCIAL REPORT:** Please review reports. Central Jersey Alarm charges need to be discussed with the company. Are current bills quarterly or incorrect? Library unemployment line with no value until budget adopted.

**PUBLIC COMMENTS:** Terry Pepka discussed a possible Senior Citizen Art Show. Carol Green will be told to contact the director about a future fall program with refreshments and an introduction of the artists with their art. The board discussed the possibility of combining with a wine tasting fundraiser. A temporary liquor license would be needed.

**OLD BUSINESS:** The board discussed prior policy of 2 staff needed in the library at all times. Anne Wallace made a motion to amend the existing policy so that the director may enter the building alone before public hours as long as the door is locked; Phyliss Snyder seconded. All were in favor. Phyliss Snyder made a motion to replace damaged library cards without a charge if they can no longer be scanned; Anne Wallace seconded. All were in favor.

**NEW BUSINESS:** The board asked the mayor if John Mayer can send one recycling bin. Phyliss asked if the director would look into establishing book club(s) in the library. C. L. will begin a library Facebook page. Children's' yoga was discussed. The board voted 5 to one not to host. Carol Farley and Annamaria Faga will look into retiree even plans

Ann Wallace made a motion to go into executive session at 8:17 p.m.; Annamaria Faga seconded. All were in favor.

The board resumed the public meeting at 9:15 p.m.

Anne Wallace motioned to adjourn the meeting. Phyliss Snyder seconded. The regular meeting of the Board of Trustees was adjourned at 9:15 p.m.

Respectfully submitted,

Michele M. Petosa  
Board Secretary