

Spotswood Public Library
Board of Trustees Meeting

Thursday, May 21, 2015

Next Meeting: Thursday, June 18, 2015

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

The meeting was called to order by Anne Wallace at 7:02 P.M. Ms. Wallace announced that the Open Public Meeting Act had been complied with and a quorum was present

ADDITIONS TO THE AGENDA: On call custodian, summer reading program, EBPL, new trustee manual, library website, budget.

COMMUNICATIONS: Mary Ann Hager sent the board a thank you note for the volunteer dinner. John Kobiernicki sent a thank you note for the Earth Day Program.

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

Friends of the Library – The Friends digital program was a success. The vendor is still taking orders. If anyone is still interested in having photos, video, etc. digitized, information is available in the Library.

DIRECTOR'S REPORT: Please read full report. Job descriptions are being reviewed. The LMX breakfast counts toward mandatory education hours. Biles was recommended as the plumbing contractor. CM3 adjusted cameras and gave instruction on the system. Books are being recycled at SHS through June. More non-fiction easy readers have been purchased. The SMART report was distributed. The next book sale is the week of June 8, 2015. Rezoning of the computers is being investigated

MINUTES: Carol Farley motioned to approve the minutes with the one change. Emma Jane Decker seconded. The motion was passed and the minutes of the April 16, 2015 meeting were approved.

FINANCIAL REPORT: Please review report. Salaries are on target for the year.

OLD BUSINESS:

- Staff vacancy reposted with new deadline.
- C.L. signed copier contract
- Helmetta Library Card – Tabled
- Anne Wallace made a motion to charge a \$10 registrations fee/child to non-cardholders per 8 week program sessions for the infant to pre-school ages. Emma Jane Decker seconded. The vote passed unanimously.
- C.L. will get 2 estimates for painting the building
- The board requested a demonstration of Google Chrome Books

- Phyliss Snyder made a motion to begin a replacement schedule of 3 desktop computers/year. Carol Farley seconded. The vote passed unanimously

NEW BUSINESS:

- Anne Wallace made motion to create an on-call maintenance position for posting at \$14/hr. for approximately 25 hours/year. Allison Poliseno seconded. The vote passed unanimously.
- EBPL will join LMxAC early this summer.
- The link/paper copy of the Trustee Manual was given to the board.
- Various options were discussed for summer reading if unable to hire a Team Leader/Children's Programmer with reposting.
- Library website options were discussed.
- Anne Wallace made a motion to change the name of the 'telephone' line item to 'copier'. Phyliss Snyder seconded. The vote passed unanimously.
- Surplus/older tables will be auctioned if possible.
- The board approved Girl Scout Troup #80378 (performing service for a Bronze Award) placing fliers and donation box for 'Baby Bottle' fundraiser in the library.

PUBLIC COMMENTS: None.

Carol Farley made a motion to adjourn the meeting; Phyliss Snyder seconded. The regular meeting of the Board of Trustees ended at 10:06 p.m.

Respectfully submitted,

Michele M. Petosa
Recording Secretary