

July 19, 2017

The Cherry Hill Public Library Board of Trustees President, Mr. Art Simons read the following statement:

In accordance with section 5 of the Open Public Meetings Act, Chapter 231.p.l. 1975, notice of this meeting was posted on the Cherry Hill Public Library plasma screens designed for that purpose, on June 15, 2017 as well as the library web page. Notice was also sent to the Cherry Hill Township to be posted on the township bulletin board designated for that purpose on July 5, 2017. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on July 5, 2017.

Mr. Simons called the meeting to order at 5:50 p.m.

The board clerk called the roll and those present were:

Present: Mr. Art Simons, Mrs. Mona Noyes, Mrs. Diane Koury Alessi, Dr. Joseph Meloche

Via Phone: Mrs. Stephanie Sanderson-Braem, Esq.

Absent: Ms. Susan Bass Levin, Esq., Ms. Katherine Wade, Esq., Mrs. Cathy Schwartz,
Ms. Laura Merkin

Others present were: Mrs. Laverne Mann, Library Director
Mrs. Jennie Purcell, Library Services Manager
Ms. Katie Hardesty, Director of Marketing & PR, Cherry Hill Library
Ms. Michelle Samalonis, Cherry Hill Township Controller
Mr. Walt Wedzielewski, Treasurer, Friends of the Library

Minutes

Mr. Simons asked for a motion to approve the minutes of June 14, 2017 board meeting as there were no questions or changes.

MOTION: Moved by Dr. Meloche seconded by Mrs. Noyes

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes;
Dr. Joseph Meloche, Yes

Abstention: Mrs. Diane Koury Alessi

Motion Approved

RESOLUTION 2017-7-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS

MOTION: Moved by Mrs. Noyes seconded by Dr. Meloche

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes;
Dr. Joseph Meloche, Yes; Mrs. Diane Koury Alessi, Yes

Motion Approved

RESOLUTION 2017-7-2
RESOLUTION ADOPTING THE FISCAL YEAR 2018 TEMPORARY BUDGET

MOTION: Moved by Dr. Meloche seconded by Mrs. Koury Alessi

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes;
Dr. Joseph Meloche, Yes; Mrs. Diane Koury Alessi, Yes

Motion Approved

Administrators' Report

A. Director's Report – Ms. Laverne Mann

1. New Maker Playground area is complete: open hours some weekdays, nights and weekends to use 3-D printer, sewing machines, circuits, etc. Demos and classes will be scheduled in this space. Grand opening July 2017.
2. Bronze Sponsor – Needleman Management for Backyard Bash. Additional sponsor – Benihana.
3. Pop Up Shop (Saturdays only) in former Friends Gift Shop has been very popular, taking reservations now into the fall. Some vendors also purchase plasma screen advertising at the Library.
4. Strategic Planning Groups – Civic Literacy, Pop Culture, Diversity & Outreach.
5. NJLA – Laverne Mann was appointed to the Core Values Task Force.
6. NJLA Library Construction Bond bill passed Assembly and Senate – Gov. Christie approval needed next for this referendum to appear on ballots.
7. Summer Reading Program June 19 – August 19 is going very well. Theme is “Build a Better World.” Some recent programs include Maker Monday, Craft a Better World, Teen Sewing 101.
8. 1,000 Books Before Kindergarten program is very popular; a few “worms” have reached the 400 level already. More information available in the Youth Services Department.
9. Very successful program Meet the Author, Matthew Quick; kick off of his newest book publication and tour.
10. Upcoming Events:
 - a. Teen Taste Testers: Out of the Box on July 18
 - b. The Life and Music of Nat King Cole on July 25
 - c. Jewel Heist Kids Mystery Event – July 29 from 1 p.m. – 4 p.m. – Sold Out!
 - d. Dine & Donate: Houlihan's on August 30 from 5 p.m. – 9 p.m.
 - i. Must present Library flyer to server when ordering.
11. Director Professional Development and Meetings:
 - a. American Library Association Conference in Chicago, IL June 23 - 26
 - b. Moorestown Public Library visit
 - c. Radio Interview – KLove FM June 20
 - d. Supervisors Meeting June 22
 - e. South Philadelphia Health Literacy Library visit
 - f. NBC10 Interview – Summer slide and literacy July 18

B. Finance Report – Mrs. Michelle Samalonis

1. Budget and revenue summary through end of FY17 distributed to Board.

C. *Library Services Manager – Mrs. Jennie Purcell*

1. Finalized interviews for Maintenance Department; hired Kelly Ellis who started July 10. She brings a lot of Maintenance experience, has black seals license and is working out great.
2. Air conditioning is now working however, we are still working with two companies as the programming and constant shut-off are not working 100 %. Also worked through a billing dispute with one of these companies.
3. Maker Space project is completed.
4. Worked on closing end-of-year and new budget these past few weeks with Ms. Samalonis.
5. Library Fire Alarm was tested on June 15.
6. Held Lunch and Learn on June 20 at the Library for employees on our health benefits. It was the last of the Aetna benefits and those attending received a \$50 Target gift card as part of the Aetna incentives.
7. Worked on open enrollment forms for Horizon health insurance, effective July 1.
8. Carpeting is complete in Tech Service area and space near Computer Lab.
9. Reading Room chairs continue with reupholstering project – company is removing them in batches and returning them a week or so later. This project and new carpeting mentioned above are part of our Capital Budget.

D. *Director of Marketing & PR –Ms. Katie Hardesty:*

1. PR, Events, Meetings and Other News:
 - a. Media clips: Trucks event, Drag Queen Story Time, Matthew Quick. Also, CHPL was prominently featured in the Inquirer about the “Library Construction Bond Act” bill.
 - b. NBC10 was here yesterday filming a story on summer slide, which aired today on morning news.
 - c. Summer Reading stats as of July 17: Adults 386; Kids 698; Teens 238.
 - d. Art Gallery Exhibitions - Gallery continues to be a popular space.
 - i. July – Patrick Monaghan, Art Blooms First Place Winner
 - ii. August – Matt Davis, photography
2. E-Mail Marketing (Constant Contact):
 - a. June events: Trucks, Trucks, Trucks; Summer Reading Launch; July Computer Classes; July Events: Food for Fines; July Book Sale; Events this Week: July 17.
 - b. CHPL Facebook – Popular Posts in June include pop-Up Shop Seeking Renters; Job Opening in Maintenance; New Giant Connect Four in YS (photo); Game of Thrones Throne (photo/event promo); Trucks are Here (photo/event). Stats reviewed on numbers reached, clicks and reactions reviewed.
3. Ongoing PR and Events in the Works:
 - a. Summer Reading Program, registration is ongoing at <https://chplnj.beanstack.org>
 - b. One Book, One Cherry Hill grant – many fall programs being planned.
 - i. “Songs of Willow Frost,” by Jamie Ford
 - c. Book It 5K & Wellness Day (with Township Recreation): Saturday, September 23.
 - d. Planning programs into the fall, Township fall booklet deadline is quickly approaching. One full page of Township booklet will be dedicated to One Book One Cherry Hill.

E. *Friends of the Library –Mr. Walt Wedzielewski*

1. Friends Treasurer’s Report read by Mr. Walt Wedzielewski
2. October 4 is the next bus trip to the new American Revolution Museum in Philadelphia.

Unfinished Business

A. None

New Business

A. None

Public Discussion

A. None

Next regular meeting date: **Wednesday, August 9, 2017 at 5:45 p.m.**

Adjournment

MOTION: Moved by Dr. Meloche seconded by Mrs. Noyes

Unanimously approved

Meeting adjourned at 6:20 p.m.

Jennie Purcell
Board Clerk