

July 20, 2016

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 9, 2016, 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 6, 2016. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on July 6, 2016.

Mr. Simons called the meeting to order at 5:52 p.m.

The board clerk called the roll and those present were:

Present: Mr. Art Simons, Mrs. Stephanie Sanderson-Braem, Esq., Mrs. Mona Noyes, Ms. Katherine Wade, Esq., Ms. Laura Merkin, Dr. Joseph Meloche

Absent: Ms. Susan Bass Levin, Esq., Mrs. Cathy Schwartz, Mrs. Diane Koury Alessi,

Other present were: Mrs. Laverne Mann, Library Director
Mrs. Jennie Purcell, Library Services Manager
Ms. Katie Hardesty, Director of Marketing & PR, Cherry Hill Library
Mr. Jim Gibson, President, Friends of the Library

Minutes

Mr. Simons asked for a motion to approve the minutes of June 8, 2016 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. Stephanie Sanderson-Braem,, Yes; Mrs. Mona Noyes, Yes; Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Dr. Joseph Meloche Yes

Motion Approved

RESOLUTION 2016-7-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS

MOTION: Moved by Mrs. Noyes seconded by Ms. Wade

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

Motion Approved

RESOLUTION 2016-7-2 RESOLUTION ADOPTING THE FISCLA YEAR 2017 TEMPORARY BUDGET

DISCUSSION: Temporary budget to meet regular operating costs until October/November.

MOTION: Moved by Mrs. Noyes seconded by Mrs. Sanderson-Braem

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

Motion Approved

Administrators' Report

A. *Director's Report* – Ms. Laverne Mann

1. New Jersey's Busiest Libraries from NJ Spotlight online article:
 - a. Cherry Hill Public Library ranked 10th busiest in state with 565,487 visitors.
 - b. Other busy libraries on list are county systems with multiple branches, only CHPL and two other municipal libraries on list.
 - c. In NJ, there are 234 municipal libraries, 45 association libraries, 14 county libraries and five joint libraries.
2. LEAP program computers – NJ Talking Book & Braille Center (TBBC) and NJ Commission for Blind & Visually Impaired (NJCBVI)
 - a. Four computers and iPads to offer free beginner level assistive technology software classes
 - JAWS text-to-speech, Magic magnification
 - Talking Typer audio typing tutorial, Zoom Text magnification and text-to-speech
 - b. Training for anyone 55 and older having difficulty reading standard print will be eligible
 - c. CBVI has many clients who live the Cherry Hill area – NJCBVI has specifically requested that CHPL was invited to participate.
 - d. Classes at CHPL will run September through June.
 - e. Ribbon cutting being planned for October, Board will be invited, more information to follow.
3. Hunter's Heroes Foundation
 - a. Recent donation of 25 fire-related training books for first responders, on behalf of Hunter's Heroes Foundation.
 - b. Brief ceremony with Mayor Cahn, representatives from CH Fire Department and Library
 - c. Fire trucks and firefighters attended for children to meet and see first hand.
4. Republic Bank – silver sponsor for CHPL Backyard Bash
5. generationOn has selected the IT Crowd as a recipient of the \$500 Alex and Ani Grant:
 - a. The "Pet Project" will consist of a pet supplies drive leading up to the date of the service project. On the day of the project, kids come together to make blankets or cat/dog toys.
 - b. The "Book Buddy Project" will begin with a kid book drive to donate to local elementary school libraries. Ont the day of the service project kids and teens will come together to read together in a large Book Buddies event.
6. Summer Reading Program June 20 – August 20
 - a. Participants: 944 kids, 93 teens, 344 adults
7. Featured programs:
 - Youth Services
 - a. Wendy Mass Author Event – 156 attendees
 - b. Philly Jumping Jems (Double Dutch demo) – 66 attendees
 - c. Pop-Up Storytimes in the Park (with CH Recreation Dept.) – avg. 70 attendees weekly
 - Adult Services
 - a. Food and Fun at the Jersey Shore, Belly Dancing, Workout Wednesdays
 - b. Upcoming: Notorious women of history: Typhoid Mary August 9
Dine and Donate
 - a. PJ Whelihan's Thursday, July 21

- b. Zinburger Dine and Donate August 17
- 8. Book It 5K
 - a. September 10 – 5K run in conjunction with Cherry Hill Township Recreation Dept.
 - b. Starts and ends at CHPL Friendship Grove.
- 9. Recent Events:
 - a. Food for Fines July 11 – 16 collected enough to fill three bins for the South Jersey Food Bank
- 10. Meetings and events attended:
 - a. June 15 Friends of the Library meeting
 - b. June 21 Food and Fun at the Jersey Shore
 - c. June 22 Staff Meeting
 - d. June 23 and July 19 Supervisor’s Meeting
 - e. June 27 Reference Department Meeting

B. Finance Report –

- 1. Budget and revenue summary through June 30 distributed to Board.

C. Library Services Manager – Mrs. Jennie Purcell

- 1. Sewer work was a success. Gary (CHT) is going to possibly refurbish the other pump so there may be a little more work in the near future.
- 2. Chiller will be repaired starting Sunday, August 14 through Tuesday, August 16. CHPL will be closed that Monday and Tuesday since the building will not have air conditioning. Signs posted for patrons, notices added to website.
- 3. New fire alarm has been installed.
- 4. Eleven lounge chairs in reference have arrived. Thank you to the Friends Gift Shop for their generous 50% deposit.
- 5. One open full-time Library Assistant/Clerk position in Circulation (due to a retirement).
- 6. Finalized draft of all the changes to the Personnel Manual and incorporated all Township changes that pertain to Library from the Jif, etc. Once it is in final review, it will circulate to the Board for input and decision.
- 7. Maintenance projects during Sunday closings include shampooing the Conference Center, Multicultural Room and Reference main area rugs. Other projects include waxing floors, paint touch ups where needed.

C. Director of Marketing & PR – Ms. Katie Hardesty

- 1. Laverne reviewed some recent big events in the Library promoted by Katie and staff.
- 2. CHPL promotion achieved using flyers, calendars, website and social media.
 - a. Please share Library events on your social media pages
- 3. Over 8,000 emails on mass list, currently creating targeted lists to appeal to a specific group on their interests. Improved open rate with targeted emails.

D. Friends of the Library – Mr. Jim Gibson

- 1. Friends Treasurer’s Report read to Board.

Unfinished Business

- A. None.

New Business

- A. None.

Public Discussion

A. None

Next regular meeting date: **Wednesday, August 10, 2016 at 5:45 p.m.**

Adjournment

MOTION: Moved by Mrs. Noyes seconded by Ms. Sanderson-Braem.

Unanimously approved

Meeting adjourned at 6:36 p.m.

Jennie Purcell
Board Clerk