

June 8, 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 May 12, 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 May 25, 2016. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on May 25, 2016.

Mr. Simons called the meeting to order at 5:49 p.m.

The board clerk called the roll and those present were:

Present: Mr. Art Simons, Mrs. Cathy Schwartz, Ms. Laura Merkin, Dr. Joseph Meloche

Via phone: Ms. Susan Bass Levin, Esq

Absent: Mrs. Stephanie Sanderson-Braem, Esq., Mrs. Mona Noyes, Ms. Katherine Wade, Esq., Mrs. Diane Koury Alessi,

Other present were: Mrs. Laverne Mann, Library Director
Mrs. Jennie Purcell, Library Services Manager
Mrs. Lenore Rosner, Cherry Hill Township Business Administrator
Mrs. 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 May 11, 2016 board meeting as there were no questions or changes.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes

Abstention: Ms. Laura Merkin, Dr. Joseph Meloche

Motion Approved

RESOLUTION 2016-6-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS

MOTION: Moved by Dr. Meloche, seconded by Ms. Merkin

All in Favor: Mr. Art Simons, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes; Ms. Susan Bass Levin, Yes; Ms. Laura Merkin, Yes

Motion Approved

RESOLUTION 2016-6-2

**RESOLUTION AUTHORIZING THE CHERRY HILL PUBLIC LIBRARY TO ENTER INTO A
COOPERATIVE PRICING AGREEMENT WITH THE CHERRY HILL COOPERATIVE
PRICING SYSTEM – IDENTIFIER #37-CHCPS**

MOTION: Moved by Dr. Meloche, seconded by Mrs. Schwartz

All in Favor: Mr. Art Simons, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes; Ms. Susan Bass Levin, Yes; Ms. Laura Merkin, Yes

Motion Approved

**RESOLUTION 2016-6-3
RESOLUTION AUTHORIZING THE CANCELLATIONS OF APPROPRIATIONS**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes; Ms. Susan Bass Levin, Yes; Ms. Laura Merkin, Yes

Motion Approved

Administrators' Report

A. Director's Report – Ms. Laverne Mann

1. Volunteer Appreciation Presentation, May 25:
 - a. Thank you to Board members Mr. Simon, Dr. Meloche, Mrs. Noyes and Mrs. Koury Alessi for attending the event,
 - b. Special trophies presented to recognize Bryna Thaler and Rosemary Leach for creating and running the Gift Shop,
 - c. Presidential Service Volunteer Award winners and Friends Scholarship winners presented.
2. Personnel openings – Help Desk Technician and PT Circulation Assistant. We have filled the positions of Adult Services Supervisor, Technical Services Assistant, PT Tech Lab Assistant and Adult Services Librarian (Emerging Technology).
3. Recent Events:
 - a. May 12 - Cherry Hill History: Sandra Ragonese from Cherry Hill Township gave a short lecture on CH History and a tour of the Local History Room to staff.
 - b. May 24 - CHPL hosted the Baker & Taylor Title Talk Trend – Children's and Teen Librarians from several states came to hear the latest titles and an author presentation.
4. Upcoming Events:
 - a. September 10 partnership – 5K Run, 1 mile walk and kids run in conjunction with Cherry Hill Township Recreation Department.
 - b. June 18 Friends Flea Market & Yard Sale, rescheduled from May, due to rain.
5. EveryLibrary, Patrick Sweeney – attending the June 8th Board meeting:
 - a. Discussion on the national work EveryLibrary PAC has been doing and national library advocacy that affects Cherry Hill Public Library. He spoke with staff and CHPL Friends this afternoon.
 - b. EveryLibrary is the first and only national organization dedicated to building voter support for libraries. Their primary work is to support local public libraries when they have a

referendum or measure on the ballot. Their focus on activating voters on Election Day is unique in the library advocacy ecosystem.

6. Meetings and events attended:
 - a. May 10 - Staff Meeting
 - b. May 16 – 18 - NJLA Conference – Atlantic City
 - c. May 21 - Baseball in the Attic – Michael Orecky presenter – sports appraisals for patrons
 - d. May 26 - Supervisor’s Meeting

B. Finance Report – Mrs. Michelle Samalonis

1. Fiscal year ends in 22 days,
2. Budget and revenue summary through May 31 distributed to Board.

C. Library Services Manager – Mrs. Jennie Purcell

1. Sewer will be worked on Saturday, June 11 after Library closing. If they run into any problems, they can continue to work Sunday, June 12; Library closed Sundays until September 18.
2. Monday, June 13 new fire alarm is scheduled to begin installation. The project will take a week to finish and another week to go over all details.
3. Most job openings have been filled, one position open for PT Clerk in Circulation; conducting second interviews for IT Help Desk Technician.
4. Completed open enrollment of Aetna health benefits for all participating staff; new plan effective July 1.
5. Cherry Hill Township provided mandatory managerial and supervisor training May 25. Attended with Library Director and Library Supervisors.
6. TD Bank is no longer accepting coins. We are now rolling coins taken in from copiers and kiosks to include in daily deposits.
7. End of the fiscal year is approaching. Currently working with all departments to ensure budgets are spent accordingly.
8. Revised all new health calculations and pension calculations for July 1 payroll deductions.

C. Director of Marketing & PR – report read by Ms. Mann

1. Summer Events booklet in production now for distribution before Summer Reading begins on June 20.
 - a. Includes all summer programs for adults, teens, and children.
 - b. Copies will be distributed to CH schools, to Township, available in Library.
2. CHPL joined Snapchat as new social media venue,
3. Art Gallery displaying Art Blooms winners month of June,
4. Saturday, June 18 is reschedule date for Friends Community Flea Market and Yard Sale.

D. Friends of the Library – Mr. Walt Wedzielewski:

1. Library request totaling \$1,059 was approved for the Murder Mystery Event on October 28, 2016.
2. Membership is 535. Connie purged 61 names from 2014.
3. Gift Shop – Bryna, Rosemary and Joan are still interviewing individuals to take over the Gift Shop. Considering sending a mailing to all Friends members to find others interested in taking over Gift Shop.
4. Jr. Friends planning another Gently Used Jewelry Sale in December 2016 & April 2017.
5. Friends Flea Market is rescheduled to Saturday, June 18 because of rain. 70 vendors signed up.
6. Election of Friends Board Members will take place on June 15.
7. Friends Treasurer’s Report read to Board.
8. There is a tab on Amazon.com to designate donations to CHPL Friends. If shopping on Amazon, remember the Friends.

Unfinished Business

A. None.

New Business

A. None.

Public Discussion

A. None

Next regular meeting date: **Wednesday, July 20, 2016 at 5:45 p.m.** *Delayed date due to Budget.

Adjournment

MOTION: Moved by Mrs. Schwartz, seconded by Dr. Meloche to adjourn meeting.

Unanimously approved

Meeting adjourned at 6:35 p.m.

Jennie Purcell
Board Clerk