

July 18, 2018

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 14, 2018, 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 3, 2018. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on July 3, 2018.

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

The board secretary called the roll and those present were:

Present: Mr. Art Simons, Mrs. Mona Noyes, Ms. Laura Merkin, Ms. Carole Roskoph

Via Phone: Mrs. Cathy Schwartz

Absent: Mrs. Stephanie Sanderson-Braem, Esq., Ms. Susan Bass Levin, Esq., Dr. Joseph Meloche  
Ms. Katherine Wade, Esq., Dr. Kavita Gupta

Other present were: Mrs. Laverne Mann, Library Director  
Mrs. Jennie Purcell, Library Services Manager  
Mr. Jim Gibson, President, Friends of the Library  
Mr. Walt Wedzielewski, Treasurer, Friends of the Library

### Minutes

Mr. Simons asked for a motion to approve the minutes of June 13, 2018 board meeting as there were no questions or changes.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Ms. Laura Merkin, Yes

Abstentions: Ms. Carole Roskoph, Mrs. Cathy Schwartz

Motion Approved

### **RESOLUTION 2018-7-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Ms. Laura Merkin, Yes;  
Mrs. Cathy Schwartz, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**RESOLUTION 2018-7-2**  
**RESOLUTION ADOPTING THE FISCAL YEAR 2019 TEMPORARY BUDGET**

MOTION: Moved by Mrs. Noyes seconded by Mrs. Roskoph

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Ms. Laura Merkin, Yes;  
Mrs. Cathy Schwartz, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**RESOLUTION 2018-7-3**  
**RESOLUTION AUTHORIZING THE CHERRY HILL PUBLIC LIBRARY  
TO MAINTAIN PETTY CASH FUNDS**

DISCUSSION: Total amount \$150; custodians Mrs. Jennie Purcell and Mrs. Laverne Mann

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Ms. Laura Merkin, Yes;  
Mrs. Cathy Schwartz, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**Administrators' Report**

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

1. Summer Reading Program June 25 through August 18:
  - a. Grades K – 12: 786 registrants and continuing, local elementary schools competing for high participation, school prizes will be awarded.
  - b. Adults: 332 registrants, gold tickets hidden in books, prize wheel spin for reading.
2. New Youth Services program: Family Fort Night June 29 (after hours) had 45 participants!
3. Library closed on June 25 for new stamped concrete at entrance, sealant morning of June 26.
4. 16 Cooper volunteers helped with shelf shifting, craft preparation and shelf reading on July 28.
5. Recent Adult Services programs reviewed and attendance numbers provided; upcoming programs reviewed.
  - a. Songs of Protest, Songs of Peace event on Saturday afternoon, July 7 drew 85 attendees!
6. Recent Youth Services programs reviewed and attendance numbers provided.
  - a. From June 14 – July 17: 42 programs had 3,550 attendees.
  - b. Trucks, Trucks, Trucks event on June 23 drew 2,479 attendees!
    - i. Symphony at Cherry Hill had a table to distribute information as a sponsor of this event.
7. Museum pass update: new software purchased which enables patrons to reserve certain museum passes online. Some passes are print on demand and some still require coming in to borrow the pass.
8. Upcoming fundraiser: Girlfriends Night Out on August 1 - \$15 per person early bird, \$20 regular admission. Over 20 vendors signed up to offer services.
9. Library Outreach:
  - a. Working with Cherry Hill Township Recreation Department to promote reading at their summer camps.
  - b. Swim Club outreach;

- c. Pop Up Story time, mobile hotspot allows creating cards out of library.

*Ms. Katherine Wade arrived at 6:01 p.m.*

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

1. Hired several staff: two Youth Services/Reference Pool Librarians, one PR & Marketing Coordinator (starting July 23), and new Facilities Manager James Stamer started June 18.
  - a. Sharing IT services with Cherry Hill Township IT Department;
  - b. One opening now for a PT Library Assistant in Youth Services.
2. Stamped concrete was replaced on June 25, sealant on June 26. The Facilities Manager will place rubber padding under the book drop to protect new concrete. Stamped concrete will better withstand salting during icy months. Jim also fixed the control heads on the irrigation system.
3. Drafting a letter to Rahn Landscaping notifying them of Library's dissatisfaction; Township attorney reviewing letter now. Rahn Landscaping has not provided a service schedule. Library requested early morning service and landscaper continues to come after 4 p.m. Met with them twice regarding unmet expectations.
4. Worked with Horizon health insurance to fix billing. A group of employees received new insurance cards that were not correct.
5. Two staff members are currently out on temporary disability.
6. Fire extinguisher and Fire Alarm system inspection occurred at the end of June. Library did not pass one inspection, must add an emergency cut off button in the boiler room.
7. Stopped collection of union fees from reduced members (effective June 27) due to the Supreme Court case Janus v. American Federation of State, County and Municipal Employees, Council 3.
8. Worked on pension quarterly reports and prepared the temporary budget numbers for resolution.
9. Finalizing year end payments in Edmunds.

***C. Friends of the Library – Mr. Jim Gibson:***

1. Friends Newsletter was mailed, label indicates membership expiration date.
2. Membership increased by 41 after newsletter mailing.
3. September bus trip flyer was mailed to members separately.
4. Library requests totaling \$ 820. have been approved for June.
5. Upcoming Events:
  - a. Book Sale is this week: July 19 – 21, early access for Friends members tonight, July 18.
  - b. Woodmere Art Museum bus trip on September 26, from 9 a.m. – 2 p.m.
6. Friends Treasurer's Report read by Mr. Walt Wedzielewski

**Unfinished Business**

- A. None

**New Business**

- A. None.

**Public Discussion**

- A. None

Next regular meeting date: **Wednesday, August 8, 2018 at 5:45 p.m.**

**Adjournment**

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

Unanimously approved

Meeting adjourned at 6:20 p.m.

Jennie Purcell  
Board Clerk