

March 9, 2016

The Cherry Hill Public Library Board of Trustees Vice President, Mrs. Stephanie Sanderson-Braem 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 February 11, 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 February 24, 2016. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on February 24, 2016.

Mrs. Sanderson-Braem called the meeting to order at 5:46 p.m.

The board clerk called the roll and those present were:

Present: Mrs. Stephanie Sanderson-Braem, Esq., Mrs. Mona Noyes, Mrs. Cathy Schwartz, Mrs. Diane Koury Alessi, Dr. Joseph Meloche

Absent: Mr. Art Simons, Ms. Susan Bass Levin, Esq., Ms. Katherine Wade, Esq., Ms. Laura Merkin

Other present were: Mrs. Laverne Mann, Library Director  
Mrs. Jennie Purcell, Library Services Manager  
Ms. Katie Hardesty, Director of Marketing & PR, Cherry Hill Library  
Mrs. Lenore Rosner, Cherry Hill Township Business Administrator  
Mrs. Michelle Samalonis, Cherry Hill Township Controller  
Mr. Robert Wright, Esq., Cherry Hill Township Solicitor  
Ms. Madeline Gavin, President, Friends of the Library  
Mr. Walt Wedzielewski, Treasurer, Friends of the Library

### Minutes

Mrs. Sanderson-Braem asked for a motion to approve the minutes of February 10, 2016 board meeting as there were no questions or changes.

MOTION: Moved by Mrs. Noyes, seconded by Mrs. Koury Alessi

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

Motion Approved

### **RESOLUTION 2016-3-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS**

MOTION: Moved by Mrs. Koury Alessi, seconded by Mrs. Noyes

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

Motion Approved

## **Administrators' Report**

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

1. February was Black History Month and the Library had some big events:
  - a. Feb. 10 A New Jersey Legend: John Henry “Pop” Lloyd and the Legacy of Negro League Baseball (part of the Everything Jersey series).
  - b. Feb. 22 Hip Hop History with DJ Ready Red of the Geto Boys (part of the Everything Jersey series).
  - c. Partnership with CHAACA for their Black History Month poster/essay/video contest; reception was on Feb. 29
    - a. Katie helped form panel of judges for contest, Library was drop off site for entries.
2. Updates:
  - a. Hoopla (digital video, music, audiobooks, e-books, comics) will be available to CHPL patrons starting on March 17
  - b. Cross-promoting relationship established with Garden State Discovery Museum, thanks to Board member Cathy Schwartz
    - a. Library Director, outreach and children’s librarians met with Museum Director to work out ways to partner in the future.
    - b. Museum will have a Library lobby table to make crafts with Library patrons on NJ Makers Day March 19.
  - c. Annual Trustee training scheduled April 16 from 9:30 a.m. – 1 p.m., location to be decided, will send email when more information is available.
    - a. Trustee training is required each year for Library to continue to receive State Aid.
3. Presentation by staff member Betty Quinn, Head of Technical Services on 2015 Cataloging stats and new Hoopla service.

*Ms. Laura Merkin arrived at 5:59 p.m.*

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

*Ms. Susan Bass Levin arrived at 6:06 p.m.*

4. Presentation by staff member Andy Woodworth, Head of Reference and Adult Services on 2015 Reference.
5. Meetings and events attended:
  - a. Negro League Baseball program – Feb. 10
  - b. CHACCA judging Black History poster/essay/video contest – Feb. 17
  - c. Hoopla onboarding training – Feb. 18
  - d. Garden State Discovery Museum meeting – Feb. 19
  - e. Hip Hop History program – Feb. 22
  - f. Supervisors Meeting – Feb. 23
  - g. Staff Meeting – Feb. 24
  - h. Surrender Art meeting – Feb. 26
  - i. CHAACA reception Black History contest – Feb. 29
  - j. One-on-one Supervisor meetings on 2016 department goals.

### ***B. Finance Report –Mrs. Michelle Samalonis***

1. Financial report distributed to Board.

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

1. Friends approved request to fund security camera upgrades in Library. Upgrade is being ordered now, thank you to the Friends.
2. One open position: PT Student Page in Youth Services Department. Conducting interviews this week.
3. The fire alarm order has been delivered to the Library. Gary and George (CHT) will start the project late March. They are now matching the plans and are about 25% into that project.
4. On March 2, met with Perfect Touch landscapers and renewed the contract for another year. Asked for colorful flowers to be added within budget this year, it looked flat last year. They gave a start date to begin fertilization and then in April will start clean-up and cutting.
5. On February 29 attended very informative webinar on Pension Processing for Local Government Employees. Part two is scheduled in March.
6. Staff is now requesting time off electronically in the time keeping system. Have been working with the provider and our IT to fix “bugs” in system.
7. New 2016 NJ Library Trustee Association membership cards distributed to Board members.

***D. Director of PR & Special Events – Ms. Katie Hardesty***

1. Black History Month was very busy in partnering with CHAACA.
  - a. Hosting an authors and artists event here on a Sunday afternoon in April.
2. In March, Women of the Jersey Shore author event, Home Gardening event partnered with Bancroft, will continue to partner with Bancroft this summer.
3. Wild New Jersey program scheduled in April, discover New Jersey wines program in May
4. Calligraphy workshop in March, photo organizing workshop in April
5. Star Wars author ticketed event in May

***E. Friends of the Library – Ms. Maddie Gavin & Mr. Walt Wedzielewski***

1. Treasurer’s Report – presented by President Mr. Walt Wedzielewski
2. Received request totaling \$12,083.32, approved for the following: security camera and equipment replacement, volunteer coordinator gift card, Presidential Service Awards.
3. Membership is 569. We are purging unpaid old ones.
4. Gift Shop – Bryna, Rosemary and Joan are leaving the Gift Shop December 2016. Will permanently close the Gift Shop if no other volunteers take it over.
5. Book Sale – Shop Rite donated reusable bags, will be given to anyone spending \$20 or more on Wednesday night.
6. Jr. Friends Sweet Treat sale scheduled on Saturday during April book sale. Jr. Friends collecting gently used jewelry and accessories for a future sale.
7. Friends Flea Market is scheduled for Saturday, May 21, will sell 75 spots, maybe more.
8. Concert – will try to schedule this for the fall.
9. Maddie’s term as President will be up in May.
10. Author’s luncheon April 6 at Pennsauken Country Club, featuring Lev Golinkin and his book “A Back Pack, A Bear and 8 Crates of Vodka.” The books are in and Lev will sign at the venue, every attendee will receive a copy. No refunds 72 hours prior
11. Donation of Graphic Novels and Comic Books for sale Saturday March 19, table staffed by Meredith Meyer and Jr. Friends.
12. Newsletter is out.

**Unfinished Business**

- A. None

**New Business**

A. None

**Public Discussion**

A. None

Next regular meeting date: **Wednesday, April 13, 2016 at 5:45 p.m.**

**Executive Meeting-Closed Session**

**RESOLUTION 2016-3-2  
RESOLUTION REQUIRED BY THE OPEN PUBLIC MEETINGS ACT  
FOR A CLOSED MEETING.**

**MOTION:** Moved by Mrs. Noyes, seconded by Mrs. Schwartz, to close the Regular Meeting and go into Executive Meeting to discuss negotiations of a contract pursuant to N.J.S.A. 10:4-12(b)(7).

**All in Favor:** Mrs. Stephanie Sanderson-Braem, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Mrs. Diane Koury Alessi, Yes; Dr. Joseph Meloche Yes; Ms. Laura Merkin, Yes; Ms. Katherine Wade, Yes; Ms. Susan Bass Levin, Yes

Meeting closed at 6:39 p.m. and reopened at 7 p.m.

**MOTION:** Moved by Mrs. Noyes, seconded by Mrs. Khoury-Alessi, to close the Executive Meeting to go into Regular Meeting.

**All in Favor:** Mrs. Stephanie Sanderson-Braem, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Mrs. Diane Koury Alessi, Yes; Dr. Joseph Meloche Yes; Ms. Laura Merkin, Yes; Ms. Katherine Wade, Yes; Ms. Susan Bass Levin, Yes

**Adjournment**

**MOTION:** Moved by Mrs. Schwartz, seconded by Mrs. Koury Alessi to adjourn meeting.

Unanimously approved

Meeting adjourned at 7 p.m.

Jennie Purcell  
Board Clerk