

March 8, 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 February 9, 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 February 17, 2017. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on February 17, 2017.

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. Mona Noyes, Mrs. Cathy Schwartz, Ms. Laura Merkin,
Mrs. Diane Koury Alessi

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

Other present were: Mrs. Jennie Purcell, Library Services Manager
Mrs. Lenore Rosner, Cherry Hill Township Business Administrator
Ms. Michelle Samalonis, Cherry Hill Township Controller
Mr. Robert Wright, Esq., Cherry Hill Township Solicitor
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 February 8, 2017 board meeting as there were no questions or changes.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes

Abstention: Ms. Laura Merkin, Mrs. Diane Koury Alessi

Motion Approved

RESOLUTION 2017-3-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Ms. Laura Merkin, Yes; Mrs. Diane Koury Alessi, Yes

Motion Approved

Ms. Susan Bass Levin arrived at 5:50 p.m.

Dr. Meloche arrived at 5:53 p.m.

Administrators' Report

A. Director's Report – special presentations by two Library Supervisors:

Special presentation on Youth Services Department - Ms. Beth Cackowski, Supervisor

1. Started a *Thousand Books before Kindergarten* program – encouraging children to be read to before Kindergarten which improves reading comprehension and vocabulary. Give-aways and passive programming being planned in Youth Services, staff will track progress of participants.
2. Right Sizing program with YS collection in coordination with school system – making sure library offerings are in line with school curriculum and materials are available.
3. Peep Diorama contest – all ages can enter, due by April 14, similar to Washington Post contest.
4. Comic Con is Saturday March 11 from 12 p.m. – 4 p.m. All are welcome.

Special presentation on Circulation Department - Mrs. Jaclyn Harmon, Supervisor

1. All circulating library items go through Circulation Department, as well as all fines and fees.
2. Some 2016 statistic reviewed:
 - a. 29,000+ patrons; processed 348,000+ materials; 4,000+ new Library Card members (617 from Haddonfield during their renovations April – August).
 - b. Inter Library Loans: 2,750+ CHPL materials lent to other libraries; 575+ items borrowed from other libraries for CHPL patrons.
3. 2016 changes:
 - a. Increased rental time for DVDs,
 - b. All back issues of magazines circulated for three weeks,
 - c. Food for Fines event collected three bins of food for SJ Food Bank, which erased about \$300 fines.
4. 2016 programs were very successful:
 - a. Lunch and a Movie and Must Watch Documentary each offered monthly,
 - b. Oscar series – showed Oscar nominated movies and documentaries,
 - c. Rotten Tomato Movie Night – bad movie shown and discussed,
 - d. Holiday Film Festival.

B. Finance Report – Mrs. Michelle Samalonis

1. Budget and revenue summary through February 28 distributed to Board.

C. Library Services Manager – Mrs. Jennie Purcell

1. Interviewing for the part-time Reference Librarian position.
2. On President's Day, the entrance to the Library has been fixed temporarily with concrete when we were closed. DPW, Gary (CHT) and Russ (CHPL Maintenance Supervisor) did a great job. We will be discussing a more permanent fix in the spring/summer.
3. Attended CHPL's Chocolate Bake Off which raised over \$1,000 for the Library, coordinated and planned by Volunteer Coordinator, Meredith Meyer. Very well attended by bakers and tasters. Several categories of entries and ages, professional judges chose winners. A lot of social media coverage on event by Library. Meredith has great ideas for more fundraisers in the future.

- a. Thank you Dr. Meloche for attending with your family.
4. Working with Russ on obtaining the 3rd quote for carpeting in the Conference Center; working with Robin (CHT) on obtaining additional quotes for five security cameras for the outside of building.
5. Completed a webinar today on Emerging Trends in HR 2017. Tomorrow I have a webinar on Rising to the Top: 2017 Wage Trends and Potential Wage Hikes.
6. Carryover vacation and comp holiday time has to be used by March 31 from the previous year. Will be taking away any unused time from those employees who do not use their time.

D. *Friends of the Library – Mr. Jim Gibson*

1. Library requests totaling \$2,000 have been submitted for approval in March.
2. Membership is at 583.
3. Considering some special sales in the future:
 - a. Themed sales such as Better Books, Signed Books, Seasonal Books priced closer to actual value of item.
 - b. LP album sales such as classical or opera theme.
4. Upcoming Friends events:
 - a. Book Sale March 29 – April 1.
 - b. Author's Luncheon, Kathleen Long (local author) - April 5, ticket sales going well.
 - c. Friends Flea Market - May 20, selling spots now.
 - d. Trip to 9/11 Memorial – June 7.
5. Friends Treasurer's Report - *Mr. Walt Wedzielewski*
 - a. Will use The Square for credit card purchases in the future.

Unfinished Business

- A. Update on last month's discussion on a gazebo/pavilion in Friendship Grove:
 - a. Total cost of project presented to Board exceeds funds from Gift Shop. Board President would like to investigate other providers/costs to compare. Discussion on ready-made versus custom-built, size, additional features like concrete and electric.
 - b. One factor is the high water table of Grove requiring raised platform for structure.
 - c. Board also suggests looking into some other need of the Library instead of a gazebo/pavilion to use the Gift Shop funds.
 - d. Project will be tabled until a later meeting to gather more details on project and costs, other ideas.

New Business

- A. None

Public Discussion

- B. None

Next regular meeting date: **Wednesday, April 12, 2017 at 5:45 p.m.**

Adjournment

MOTION: Moved by Ms. Bass Levin seconded by Mrs. Koury Alessi

Unanimously approved

Meeting adjourned at 6:14 p.m.

Jennie Purcell
Board Clerk