

May 11, 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 April 14, 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 April 27, 2016. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on April 27, 2016.

Mr. Simons called the meeting to order at 5:51 p.m.

The board clerk called the roll and those present were:

Present: Mr. Art Simons, Mrs. Mona Noyes, Mrs. Cathy Schwartz, Ms. Susan Bass Levin, Esq., Ms. Katherine Wade, Esq., Mrs. Diane Koury Alessi, Ms. Carole Roskoph

Absent: Mrs. Stephanie Sanderson-Braem, Esq., Ms. Laura Merkin, Dr. Joseph Meloche

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. Jim Gibson, Friends of the Library

### Minutes

Mr. Simons asked for a motion to approve the minutes of April 13, 2016 board meeting as there were no questions or changes.

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. Susan Bass Levin, Yes; Ms. Carole Roskoph, Yes

Abstention: Ms. Katherine Wade, Mrs. Diane Koury Alessi

Motion Approved

### **RESOLUTION 2016-5-1 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. Susan Bass Levin, Yes; Ms. Katherine Wade, Yes; Mrs. Diane Koury Alessi, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**RESOLUTION 2016-5-2  
RESOLUTION AUTHORIZING LEASING POSTAGE MACHINE  
FOR THE CHERRY HILL PUBLIC LIBRARY**

DISCUSSION: Current postage machine will be obsolete as of 2017 so we received three quotes for replacement. New lease will save money due to included services and supplies.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes; Ms. Katherine Wade, Yes; Mrs. Diane Koury Alessi, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**RESOLUTION 2016-5-3  
RESOLUTION AUTHORIZING TRANSFERS OF APPROPRIATIONS**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes; Ms. Katherine Wade, Yes; Mrs. Diane Koury Alessi, Yes; Ms. Carole Roskoph, Yes

Motion Approved

**Administrators' Report**

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

1. New Interactive Discovery Wall in Youth Services installed. Designed to encourage children to learn through play while developing gross and fine motor skills. Extremely popular with patrons.
  - a. Thanks to Friends of the Cherry Hill Public Library for their funding.
2. April 22 Candice and Erik Overton hosted their wedding at the library after hours; lots of positive feedback. Thank you to Jennie, Katie & Maintenance staff for their hard work.
3. Library outreach table at the Sustainable Cherry Hill 7th Earth Festival on Saturday, April 30; staff spoke with over 200 attendees.
4. Recent Events:
  - a. Personnel openings - Library Technology Supervisor, Adult Services Librarian (Emerging Technology), Technical Services Assistant, and PT Tech Lab Assistant. We have filled the positions of PT Youth Services Clerk and Adult Services Librarian (Community)
  - b. NJLA Conference May 16- 18, 2016 CHPL staff presenters:
    - i. Laverne Mann- Moderating *Little Free Libraries: promoting communities, reading and generosity*. Also presenter of: *The Year's Best Graphic Novels: 2015*
    - ii. Candice Worrell – Youth Services, NJLA Children's Services Section Vice President, attending all of the CSS presentations to help make sure things run smoothly,

staffing the CSS table. Moderator of: *I Can't Sleep Mommy! There's a Book Under My Bed! Darkness in Children's Literature.*

iii. T.J. Lamanna- Adult Services, Chair of NJLA Emerging Technology Committee, *10 Raspberry Pi Projects for Your Library, Brown Bag Lunch: Lightning Tech Talks!, Privacy in Libraries in the Electronic Age and Keeping Up with Copyright to Protect Your Library*

iv. Claire Schmieder- Adult Services, *Library Paparazzi: Next Level Tips for #LibrariesOfInstagram*

5. EveryLibrary, Patrick Sweeney – will attend June 8<sup>th</sup> Board meeting to discuss national work the EveryLibrary PAC has been doing and discuss library advocacy that effects Cherry Hill Public Library. He will meet with staff and Friends members in the afternoon, and then present to Library Board in the evening.
  - a. EveryLibrary is the first and only national organization dedicated to building voter support for libraries.
  - b. 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. Adult Services added a new Museum Pass: *Grounds for Sculpture*; thank you CHPL Friends for funding. Borrowing all passes changed from 5 days to 4 days, no holds.
7. Library Vision meetings- librarians, library staff- will share results and ask for board input toward creation of new Strategic Plan.
  - a. Will plan a community meeting and surveys for patron input.
8. Meetings and events attended:
  - a. Collection HQ- Baker and Taylor - April 15
  - b. Lit with Librarians Book Club - *All The Light We Cannot See* - April 19
  - c. JIF- Special Events Management – April 20
  - d. Wild New Jersey program – April 20
  - e. Supervisor's Meeting – April 28
  - f. NJ State Library- Database Review committee
  - g. Chuck Wendig- Star Wars author - May 4
  - h. NJLA Public Policy Meeting - May 6
  - i. Cosplay Day – May 7
  - j. Staff Meeting – May 10
  - k.

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

1. Budget and revenue summary through April 30 distributed to Board.

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

1. Met with Gary (CHT) regarding new sewer pump, agreed to start installation Sunday, June 12 when Library is closed. He will coordinate with George and DPW for installation.
2. Currently interviewing for open positions, advertising online via multiple sources. Two Reference Librarians, one each Information Technology, Computer Lab and Technical Services
3. Reference Lounge chairs update (eleven total): working with vendor to accept our payment terms and time frame. Thank you to Friends Gift Shop for providing the deposit to place order.
4. Security cameras were upgraded, job completed April 27.
5. On April 21, completed another great webinar for DCRP on enrollment and processing.
6. Sexual Harassment and Discrimination in the Workplace - mandatory staff training provided by the Township. Three separate dates to choose for training, all CHPL staff signed up.
7. Open enrollment for health benefits will be in May, switching from Amerihealth to Aetna; notified all employees and union of change in benefits.

8. Ms. Sanderson-Braem communicated having a wonderful family experience at the Friends Book Sale.

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

1. Intern finished and graduates tomorrow. Looking for a fall intern, most interns from Rowan alumni program; all interns are PR majors. Would consider interns from other colleges.
2. Some great CHPL programs include:
  - a. Photo organizing in April, NJ Wine in May, Sports Memorabilia & Appraisals in May, Jersey Shore Food and Fun in summer, NJ Blueberry, NJ Cranberry, cooking demos partnered with Bancroft.
3. New Cherry Hill area *Out and About* publication will include big CHPL events and programs.
4. Working on creating and printing CHPL summer programs/events brochure similar to last year.
  - a. New tracking system for reading – Beanstack - will launch soon, prizes tied to Summer Reading.
5. Summer Reading Adult theme is Exercise Your Mind – fitness and health focus.
6. NJLA named Katie’s monthly Adult Programs calendar as winner of Library PR Award.
  - a. Children’s programming went to same format for monthly calendar.
7. Pop-Up Story Time in the Park – new Library and Township Recreation Dept. partnership - weekly 30 minute story time in different Cherry Hill parks all summer, every Friday from 10 a.m. – 10:30 a.m.

**D. Friends of the Library –Ms. Maddie Gavin:**

1. Library request totaling \$12,922.34 was approved for the following: annual Summer Reading Program; 50% of Reading Room chair replacement, speaker Michael Osacky, Museum Passes.
2. Membership is 574. Currently purging from 2014.
3. Gift Shop – Bryna, Rosemary and Joan are still interviewing individuals to take over the Gift Shop.
4. Book Sale was successful - \$14,000.
5. Jr. Friends Sweet Treat Sale made \$100, Gently Used Jewelry Sale made \$490
6. Friends Flea Market is Saturday, May 21.
7. This is Maddie’s fourth and final year as Friends President; another volunteer is interested in taking position.
  - a. Board expressed its thanks to Maddie for her dedicated service to the Friends.
8. Author’s luncheon was April 6 at Pennsauken Country Club, featuring author Lev Golinkin and “A Back Pack, A Bear and 8 Crates of Vodka.” Received lots of compliments on the venue and the author.
9. Friends Treasurer’s Report read by Mr. Jim Gibson.

**Unfinished Business**

- A. None.

**New Business**

- A. None.

**Public Discussion**

- A. None

Next regular meeting date: **Wednesday, June 8, 2016 at 5:45 p.m.**

**Adjournment**

MOTION: Moved by Ms. Bass Levin, seconded by Mrs. Noyes to adjourn meeting.

Unanimously approved

Meeting adjourned at 6:26 p.m.

Jennie Purcell  
Board Clerk