

November 9, 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 October 20, 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 October 26, 2016. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on October 26, 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. Mona Noyes, Mrs. Stephanie Sanderson-Braem, Esq., Ms. Katherine Wade, Esq., Ms. Laura Merkin, Mrs. Cathy Schwartz, Dr. Joseph Meloche

Absent: Ms. Susan Bass Levin, Esq., Mrs. Diane Koury Alessi

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. 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 October 19, 2016 board meeting as there were no questions or changes.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes; Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes

Motion Approved

### **RESOLUTION 2016-11-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes; Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes

Motion Approved

**RESOLUTION 2016-11-2  
RESOLUTION OF THE CHERRY HILL PUBLIC LIBRARY  
ESTABLISHING THE 2017 HOLIDAY SCHEDULE**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes;  
Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes

Motion Approved

**RESOLUTION 2016-11-3  
RESOLUTION OF THE CHERRY HILL PUBLIC LIBRARY  
2017 BOARD MEETING SCHEDULE**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes;  
Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes

Motion Approved

**Administrators' Report**

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

1. October was Blindness Awareness Month:
  - a. CHPL now offers computers with built-in technology to assist those experiencing vision loss. There are four PCs in the Library Computer Lab with magnification and speech software offering assistance in sending emails, reading documents and browsing the internet.
  - b. Thank you to NJSL Talking Book & Braille Center and the NJ Commission for the Blind Visually Impaired for their support of this program.
2. Halloween at the Library: 150 children and families participated in a costume parade starting at 10:30 a.m. They visited various stations throughout the Library to trick-or-treat. Thank you Board President Art Simons (and family) for assisting.
3. New at CHPL:
  - a. [www.chplnj.org](http://www.chplnj.org) – a preview is up for our new website, giving you easier access to library information, events and services. It is mobile friendly, a major upgrade from our current site. It also has a more simple and streamlined design. Check it out!
  - b. New Rotten Tomato Movie Club for teens.
  - c. Partnership formed with Shop Rite to expand our very popular Jr. Chef series.
  - d. New computer classes in November: Facebook for Beginners, Advanced Power Point, Online Privacy.
4. Murder Mystery (Masquerade) Fundraiser update:
  - a. Sold out, 98 people attended.

- b. Profit of approx. \$814.
- 5. Upcoming Events:
  - a. November 10 – 12 Friends Book Sale.
  - b. Saturday, November 12 Pet Lovers' Project Day (grant program): Children ages 4 – 8 will have the opportunity to meet local service dogs and create a cuddly blanket or toy that will be donated to a local animal shelter.

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

- 1. Hired new full-time Youth Services Supervisor, Beth Cackowski, starting December 19. She replaces Michelle Yeager who left to take a position as director at another library.
- 2. Training Russell Lindmeier on the facilities and staff along with the policies and procedures. Will be working closely on a few major projects that I discussed at the last meeting for carpeting replacement, lighting, etc.
- 3. Received two new SAM kiosks which were placed in Reference and the Computer Lab. These kiosks replaced the old ones that were no longer PCI compliant.
- 4. Assisting the auditors from Bowman regarding their requests on payroll reports and pulling cash receipt transactions and selected purchase orders.
- 5. Notified employees that we currently have open enrollment for Flexible Spending.

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

- 1. Promoting Friends Book Sale on social media.
- 2. Two very big recent (free) events:
  - a. Dustin Pari from the SyFy channel presented *Adventures in Ghosthunting*, approximately 80 attended, thank you Friends for sponsorship.
  - b. *Cherry Hill: an Entertainment Mecca* with Frank Sinatra impersonator, approximately 150 attended, paid for using remaining Jersey Series funds.
- 3. Winter through December programming is complete, focus now is January through March.
  - a. Upcoming: NJ Maritime program inspired by recent news stories of shipwrecks off coast, Chocolate-Off contest/fundraiser and more.

**D. *Friends of the Library – Mr. Jim Gibson and Mr. Walt Wedzielewski***

- 1. Library requests totaling \$1,410.39 have been submitted for approval for November and December (Friends Meeting for approval is next Wednesday).
- 2. Membership is at 555.
- 3. Gift Shop scheduled to close mid-January; they are interviewing people to possibly take over.
- 4. The Friends Book Sale begins this evening and runs through Saturday, November 12.
- 5. First newsletter went out, extra copies at Welcome Desk. Thank you Katie for your tremendous help, it looks beautiful.
- 6. Upcoming events:
  - a. Author's Luncheon, Kathleen Long – April 5, 2017.
  - b. Trip to 9/11 Memorial in NYC – June 7, 2017.
  - c. Astral Artist concert late winter – more information to follow.
- 7. 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, December 7, 2016 at 5:45 p.m.** \*Bill Pay Only.

**Executive Meeting-Closed Session**

**RESOLUTION 2016-11-4  
RESOLUTION REQUIRED BY THE OPEN PUBLIC MEETINGS ACT  
FOR A CLOSED MEETING.**

**MOTION:** Moved by Dr. Meloche, seconded by Mrs. Noyes, to close the Regular Meeting and go into Executive Meeting to discuss personnel pursuant to N.J.S.A.10:4-12(b)(8).

**All in Favor:** Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes; Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes

Meeting closed at 6:06 p.m. and reopened at 6:12 p.m.

**MOTION:** Moved by Mrs. Schwartz, seconded by Ms. Merkin, to close the Executive Meeting to go into Regular Meeting.

**All in Favor:** Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Stephanie Sanderson-Braem, Yes; Ms. Katherine Wade, Yes; Ms. Laura Merkin, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes

**Adjournment**

**MOTION:** Moved by Dr. Meloche seconded by Mrs. Noyes.

Unanimously approved

Meeting adjourned at 6:12 p.m.

Jennie Purcell  
Board Clerk