

November 9, 2022

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 13, 2022, 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, 2022. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on October 26, 2022.

Mr. Simons called the meeting to order at 4:10 p.m.

The board secretary called the roll and those present were:

Present: Mr. Art Simons, Mrs. Mona Noyes, Mrs. Cathy Schwartz, Dr. Joseph Meloche, Mrs. Kathryn Judge, Mrs. Rhonda Shevrin

Absent: Ms. Susan Bass Levin, Esq., Dr. Kavita Gupta, Mrs. Michele Golkow

Other present were: Mrs. Jennie Purcell, Library Services Manager  
Mrs. Tierney Miller, Reference Supervisor, Cherry Hill Library  
Ms. Suzanne Fox, PR & Marketing Coordinator, Cherry Hill Library

### Minutes

Mr. Simons asked for a motion to approve the minutes of October 12, 2022 board meeting as there were no questions or changes.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

### **RESOLUTION 2022-11-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS**

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

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes; Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

**RESOLUTION 2022-11-2**  
**RESOLUTION TO ADOPT THE FY 2023 BUDGET**

DISCUSSION: Mrs. Purcell worked with Cherry Hill Township CFO Mrs. Samalonis to finalize CHPL budget to include anticipated increases, anticipated union increases, material purchases, etc. Mr. Simons and the Board reviewed the final budget and thanked Mrs. Purcell & the CFO for their hard work.

MOTION: Moved by Dr. Meloche, seconded by Mrs. Schwartz

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

**RESOLUTION 2022-11-3**  
**RESOLUTION OF THE CHERRY HILL PUBLIC LIBRARY**  
**ESTABLISHING THE 2023 HOLIDAY SCHEDULE**

DISCUSSION: Juneteenth is Monday, June 19. NJ schools (and NJ State offices) observe the holiday on the third Friday of June. Board members agree the Library should observe as CH Township, which is Monday, June 19.

MOTION: Moved by Mrs. Schwartz, seconded by Mrs. Judge

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

**RESOLUTION 2022-11-4**  
**RESOLUTION OF THE CHERRY HILL PUBLIC LIBRARY**  
**2023 BOARD MEETING SCHEDULE**

DISCUSSION: The 2023 Board Meetings are scheduled on the second Wednesday of the month, with a few exceptions: April will meet Monday, April 17 due to Passover; June will meet the third Wednesday, June 21 due to fiscal year end; July will meet the third Wednesday, July 19 due to budget preparation.

MOTION: Moved by Mrs. Judge, seconded by Mrs. Noyes

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

**RESOLUTION 2022-11-5**  
**RESOLUTION FIXING THE COMPENSATION OF EMPLOYEES FOR THE CHERRY HILL**  
**TOWNSHIP PUBLIC LIBRARY, COUNTY OF CAMDEN, STATE OF NEW JERSEY**

DISCUSSION: Mrs. Purcell calculated staff salary range increases for the start of the calendar year as contracted, to ensure the Library budget is covered.

MOTION: Moved by Mrs. Judge, seconded by Mrs. Schwartz

All in Favor: Mr. Art Simons, Yes; Mrs. Mona Noyes, Yes; Mrs. Cathy Schwartz, Yes;  
Dr. Joseph Meloche, Yes; Mrs. Kathryn Judge, Yes; Mrs. Rhonda Shevrin, Yes

Motion Approved

**A. *Director's Report*** – prepared by Ms. Laverne Mann, read by Mrs. Tierney Miller

1. Library & Director Updates:
  - a. Some recent big Library events in October include:
    - i. Diwali Festival on October 22
    - ii. Murder Mystery, Flea Market, and Scarecrow Contest fundraisers.
    - iii. Trick or Treat at the Library had 527 attendees. Thank you to Board Members Susan Bass Levin and Michelle Golkow for handing out candy with us.
  - b. CHPL supervisor training on November 1 provided by the Cherry Hill Free Clinic, on the topic “Stop the Bleed.”
  - c. Ms. Mann moderated and presented a webinar for “Ready for Anything: Successful Resiliency Grants” from LibraryLink.
  - d. Photos from recent CHPL programs & events shared;
    - i. Diwali event.
    - ii. Trick or Treaters in costume at the Library
    - iii. A young library user
    - iv. CHPL staff at CHT Harvest Fest on October 16
    - v. Upcoming collection of handmade knit items for Lucy Outreach, “Crafting for a Cause,” until January 14.
  - e. Youth Services monthly report shared, listing recent programs, attendance stats, upcoming programs, and outreach. Some highlights:
    - i. Art Explorers is a new monthly art program hosted by newer Children’s Librarian, Sharon Clarke.
    - ii. Scary Stories to Read in the Library is another new monthly program hosted by another new Children’s Librarian, Laura Shiber.
    - iii. Teen Murder Mystery after-hours event on October 21 (Disney Villain theme) had 28 attendees.
    - iv. School outreach/in-reach includes visits by Clara Barton Elementary School, and visits to Cooper Elementary, Clara Barton, and Rosa Middle School.
    - v. Save the date on November 30 for The State of Censorship program, hosted by award-winning school librarian, Martha Hickson.
  - f. Adult Services monthly report shared, listing programs, attendance stats, upcoming programs and outreach. Some highlights:
    - i. Diwali Festival on October 22 had 110 attendees, organized by CHPL librarians Elby Wang and Erica Moon.

- ii. October 24 Feminist Book Club discussed “The Turnaway Study” and had guest speakers from the Cherry Hill Women’s Center.
- iii. A new computer class program on October 31 on using the site “Find A Grave,” was hosted by CHPL librarian, Claire Thomas.
- iv. Recent Outreach at JFCS Memory café, two CHPL librarians presented to the group of 26, and we received a donation for their efforts in running that program.
- v. Over 353 were reached at CHT Harvest Fest on October 16.
- vi. Save the date on December 12 for Meet the Author: Matthew Quick in our Conference Center.

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

- 1. Our microphones in the Conference Center were repaired by a vendor on Friday, October 28.
- 2. Worked on the final budget with CH Township CFO.
- 3. Book Sale starts tonight, and I will assist with Friends Membership sales. We will stay open until 9 p.m. on Thursday, November 10 for Book Sale only; I will work the doors that evening.
- 4. The Flea Market was Sunday, October 23. The rain came earlier than forecasted, but we were able to have event for 3.5 hours; the vendors were pleased. This event raised \$2,050. The next Flea Market will be May 2023.
- 5. The front doors needed repairs and parts needed to be replaced. The vendor did all repairs on Monday, October 31, total cost was \$550. We are looking into a service contract since the doors are used all day.
- 6. The Mamava Lactation Pod was ordered on Monday, October 31, to be installed in Youth Services by Jim Stamer, Maintenance Supervisor. The pod will take 8 – 10 weeks to arrive, and will be delivered in pieces to our front doors. Without a loading dock this is our best delivery option.
- 7. Our Better Book Sale is scheduled for Friday, December 2 & Saturday, December 3. I will work the money collection desk for these events. Our Gently Used Jewelry Sale is December 3.
- 8. Another brick order was installed in Friendship Grove last week by Jim Stamer.
- 9. The Library grossed \$1,000 for the Book It 5K, but then paid for prizes and DJ, netting about \$600 for the event.
- 10. Attended ‘Stop the Bleed’ training in our Half Conference Center the evening of November 1.
- 11. In December we will receive a new staff time clock for their arrivals and departures. We will be trained on the new cloud-based time keeping program.
- 12. An energy broker came in to evaluate the efficiency of our lighting. There is a State incentive where CHPL would pay \$800 to receive \$80,000 of upgraded LED lighting. The paperwork will be scanned and sent to the Board for their review, and discussed at a future meeting.

**C. PR & Marketing Coordinator –Ms. Suzanne Fox:**

- 1. E-Mail Marketing (Constant Contact):
  - a. Nine emails were sent, and some went to targeted groups like Music, the Friends, and Needlework.
  - b. Current total contacts: 13,873; added 108 new contacts.
- 2. CHPL Social Media
  - a. Facebook: 5,318 followers (added 38 followers)
  - b. Instagram – CHPLNJ: 3,246 followers (added 39 followers)
  - c. Instagram – CHPLTeens: 1,097 followers (added 13 followers)
  - d. Twitter: 1,855 followers (lost 1 follower)
  - e. TikTok (main account): 779 followers (added 44 followers )
  - f. TikTok Teen account: 1,045 followers (added 8 followers)

- g. LinkedIn: 168 followers (added 1 follower)
  - h. Main YouTube: 189 subscribers (added 1 subscriber)
  - i. YS YouTube: 142 subscribers (unchanged)
  - j. Teen YouTube: 71 subscribers (unchanged)
3. Additional information:
- a. The Cherry Hill Sun featured stories about the November Friends Book Sale, NaNoWriMo month, Food Drive, and featured Historian Nicole Belolan for the Disabilities Then, Disabilities Now program.
  - b. The Food Drive for non-perishable food items for Cherry Hill Township continues until November 21.
  - c. Our scarecrow winners were very happy and thankful for the gift cards. Thank you to the Friends for providing those.
  - d. Halloween was a big hit with staff and patrons. We had almost 500 Trick or Treaters come through the building. Special thanks to Susan Bass Levin, and Michele Golkow for handing out candy with us.
  - e. Our latest brick order was installed into the ground in Friendship Grove. I will promote buying bricks for holiday gifts.
  - f. I am teaching a computer class November 16 about how to use Canva, a free graphic design platform. 11 patrons are already registered.
  - g. The Friends November Book Sale starts November 9. I will be helping each day of the sale.
  - h. We sent two boxes of books to the Have Faith Haiti mission. We will send more in a few months.
  - i. I am part of an Accessibility in the Library task force. We had our first meeting last week. Our goal is to make the Library accessible for all ages and ability levels.
  - j. Save the date: Meteorologist Chris Sowers from local ABC 6 will present at a CHPL program on Tuesday, December 13.
  - k. Photos shared of CHPL Facebook & Instagram posts on Halloween.

***D. Friends of the Library***

- a. Friends Treasurer's Report was prepared by Friends Treasurer, Mr. Walt Wedzielewski, read to the Board of Trustees by Mrs. Purcell.

**Unfinished Business**

- A. None.

**New Business**

- A. None

**Public Discussion**

- A. Primo Cruz, CH Township Solicitor, attended the meeting and introduced himself to the Board.
- B. Mrs. Ilana Yares, Cherry Hill resident, asked for clarification on which union represents Library staff, then suggests finding a new union. Mrs. Yares also suggests staying open all weekdays until 9 p.m.

Next regular meeting date: **Wednesday, December 14, 2022 at 4 p.m.** via Zoom,\*Bill Pay Only

Mrs. Cathy Schwartz commends CHPL staff for their hard work and wonderful services.

**Adjournment**

MOTION: Moved by Dr. Meloche, seconded by Mrs. Schwartz

Unanimously approved

Meeting adjourned at 4:44 p.m.

Jennie Purcell  
Board Clerk