

June 21, 2023

The Cherry Hill Public Library Board of Trustees Board 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 May 11, 2023, 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 June 7, 2023. Notice was also e-mailed to the Courier Post, Philadelphia Inquirer, the Sun & the Patch on June 7, 2023.

Mr. Simons called the meeting to order at 4:03 p.m.

The board secretary called the roll and those present were:

Present: Mr. Art Simons, Mrs. Mona Noyes, Mrs. Kathryn Judge, Mrs. Cathy Schwartz, Ms. Susan Bass Levin, Dr. Joseph Meloche, Ms. Faith Hamilton

Absent: Mrs. Michele Golkow, Mrs. Rhonda Shevrin,

Other present were: Mrs. Laverne Mann, Library Director
Mrs. Jennie Purcell, Library Services Manager
Ms. Marlyn Kalitan, President, Friends of the Library

Minutes

Mr. Simons asked for a motion to approve the minutes of May 10, 2023 board meeting as there were no questions or changes.

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

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

Abstention: Ms. Susan Bass Levin

Motion Approved

RESOLUTION 2023-6-1 RESOLUTION AUTHORIZING PAYMENT OF BILLS

DISCUSSION: Two additional bills were added to the list as per township CFO request. They were forwarded to Board Treasurer and Board President for review.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Kathryn Judge, Yes; Mrs. Mona Noyes, Yes;

Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes; Dr. Joseph Meloche, Yes;
Ms. Faith Hamilton, Yes

Motion Approved

RESOLUTION 2023-6-2
RESOLUTION TO CANCEL OUTSTANDING CHECKS

DISCUSSION: Outstanding uncashed checks sent over past few years are being cancelled. Some have been reissued and resent.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Kathryn Judge, Yes; Mrs. Mona Noyes, Yes;
Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes; Dr. Joseph Meloche, Yes;
Ms. Faith Hamilton, Yes

Motion Approved

RESOLUTION 2023-6-3
RESOLUTION CANCELLING EXPIRED GRANT BALANCES

DISCUSSION: We always apply for grants and try to spend them to the exact dollar. Some of these have very small balances. Some grants go back to 2016, so this will clean up the accounts.

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

All in Favor: Mr. Art Simons, Yes; Mrs. Kathryn Judge, Yes; Mrs. Mona Noyes, Yes;
Mrs. Cathy Schwartz, Yes; Ms. Susan Bass Levin, Yes; Dr. Joseph Meloche, Yes;
Ms. Faith Hamilton, Yes

Motion Approved

Mrs. Rhonda Shevrin arrived at 4:08 p.m.

Administrators' Report

A. Director's Report – Ms. Laverne Mann

1. NJLA Conference (May 31 – June 2, 2023):
 - a. Four full-time Adult Services staff, three full-time & two part-time Youth Services staff attended the conference.
 - b. Laverne Mann, NJLA Executive Board, ALA Councilor presented at the Annual NJLA business meeting. Presented “The Year’s Best Graphic Novels 2022.”
 - c. Reference Librarians, Tierney Miller and Michelle Yeager presented “Jumping Through Hoopla,” a discussion of challenges faced with a digital resource vendor.
 - d. Reference Librarian, Claire Thomas served as host for the NJLA Honors & Awards Dinner, as a member of the NJLA Honors & Awards Committee.

- e. Youth Services Librarians, Beth Cackowski and Kristin Redmond did a poster session on Mamava and Lactation Stations in libraries.
 - f. Teen Librarian, Melissa Brinn did a panel session on public libraries collaborating with schools.
 - g. Children's Librarian, Kristin Redmond won the Innovative Program Award for her "Crafting for a Cause" program. Kristin's love of knitting and libraries formed the perfect union to support this program. Library patrons were encouraged to knit warm weather items which Kristin provided to a local shelter, Lucy Outreach in Camden, NJ.
2. Summer Reading Registration starts Saturday, June 24 and ends Sunday, August 20.
 - a. Adults, Teens, Kids prizes and programs.
 - b. Just rescheduled kickoff event from June 24 to July 8 due to weather forecast. The kickoff is an outdoor event with music, activities, and food trucks.
 - c. Summer Reading booklet created by Teen Librarian Jasmine Riel, printed and distributed here.
 3. Youth Services Updates, some highlights include:
 - a. May Take and Make craft (hand print lily) had 200 participants.
 - b. Teen volunteer hours logged in May: 33.5
 - c. Four outreach/in-reach visits in May reached over 240 children.
 - d. Three outreach/in-reach visits scheduled in June.
 - e. Teen Librarian, Jasmine Riel coordinated with the Alice Paul Institute to create a Period Pantry on the Upper Level. Free hygiene products are available along with literature. This post on our social media was a huge hit (photo shared).
 4. Adult Services Updates, some highlights include:
 - a. We Were There Too: Jews in the American Revolution had 112 in attendance.
 - b. Three CHPL computer classes offered in May, plus our partnership LEAP classes.
 - c. Upcoming events, meetups, and classes listed.
 - i. On June 27, we partnered with JFCS, Cherry Hill Human Relations Advisory Committee, and the Friends for a film screening and chat about *Take Me to Prom*. Members from the JFCS Aging with Pride group will host a panel discussion about prom experiences. Refreshments provided by the Friends of the Library. Special thanks to Outreach Librarian, Michelle Yeager for coordinating this. This event has been shared and tagged with JFCS, CHRAC, PFLAG, Kaleidoscope, Township, Recreation, and other local groups.
 - d. Our Citizenship classes have seen a huge bump in Russian, Ukrainian and Turkish people, of all ages.

B. Library Services Manager – Mrs. Jennie Purcell

1. We have an open Pool Librarian position for Adult and Youth Services.
2. Currently working on end-of-fiscal-year prep.
3. Worked a lot recently on reports with ADP to switching our payroll company. It has been a very busy project, and we are still in the testing phase.
4. IT upgraded the Library's phone switches on Thursday, May 25.
5. Our irrigation system has not been working correctly. Maintenance Supervisor, Jim Stamer has been testing the system, and will fix the system.
6. There was graffiti on one bench in Friendship Grove; Mr. Stamer removed the vandalism.
7. I was asked to speak at Cherry Hill West Career Day on Thursday, June 1. I enlightened the teens with my daily duties.

8. Our Computer Lab technology upgrade is still waiting on additional parts for the project. The company is going to start scheduling their labor. More updates to come.
9. On Tuesday, June 13, attended the BookMates Annual Appreciation Dessert Reception as a guest on behalf of the Library. Board Member Rhonda Shevrin is the Director of this inspirational program. I thank Rhonda for her dedication.
10. At the Monday, June 26 Council meeting, a resolution is going forward on our phone system project, under our Capital Project List. IT installed the switches on May 25, this resolution is for the actual phones.
11. Our LED lighting project on the Capital List has been 100% covered through state funding, and the project will begin next week. They are installing about 750 LED lights, which will save the Library lots of money. This offer was initiated by Ms. Levin's contact at RMC, who reached out to discuss the opportunity for CHPL.
12. Remington & Vernick were here regarding our generator, heat pumps and server room. They are working on specs for when the services go out to bid. These items are part on our Capital List.

C. PR & Marketing Coordinator – report prepared by Ms. Suzanne Fox, and emailed to Board:

D. Friends of the Library - Ms. Marlyn Kalitan:

1. Friends Treasurer's Report (prepared by Mr. Walter Wedziewski) was read to the Board.
2. Looking into ways to increase membership. Library Admin, Victoria Mena suggested "Bring A Friend to the Friends" to earn a coupon for a free book at the book sale. PR & Marketing, Suzanne Fox provided a list of local restaurants offering Dine & Donate programs. Ms. Kalitan will share dates/locations once restaurants are selected.
3. Friends Book Sale is coming up July 12 – 15.
4. Shared photo of Dr. Meloche at Cherry Hill East graduation ceremony this month.

Unfinished Business

- A. The Board personally and professionally thanked Dr. Meloche for his time on the Board, and wish him lots of luck in his new position. They appreciate his dedication to Cherry Hill Schools, and to Cherry Hill Public Library.

New Business

- A. Welcome Megan Langman onto the Board, taking Dr. Meloche's seat.

Public Discussion

- A. Mrs. Ilana Yares, Cherry Hill resident requests more Sunday openings as the new budget is being planned along with adding another night open late.

Next regular meeting date: **Wednesday, July 19, 2023 at 4 p.m. via Zoom.**

Adjournment

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

Unanimously approved

Meeting adjourned at 4:33 p.m.

Jennie Purcell
Board Clerk