September 15, 2026

The Cherry Hill Public Library Board of Trustees Board President, Cathy Schwartz 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 August 19, 2026, as well as the library web page. Notice was also sent to Cherry Hill Township to be posted on the township bulletin board designated for that purpose on September 1, 2026. Notice was also e-mailed to the Cherry Hill Sun and The Cherry Hill Patch on September 1, 2026. A second notice was sent to The Sun on September 9, 2026.

Cathy Schwartz called the meeting to order at 4:01 p.m.

The board clerk called the roll and those present were:

Present:	Cathy Schwartz, Kathryn Judge, Art Simons, Susan Bass Levin, Rhonda Shevrin, Michele Golkow, Megan Langman
Absent:	Mona Noyes, Faith Hamilton
Others present:	Tierney Miller, Library Director Jennie Purcell, Chief of Operations Marlyn Kalitan, President, Friends of the Library

Minutes

Cathy Schwartz asked for a motion to approve the minutes of August 18, 2026, board meeting as there were no questions or changes.

MOTION: Moved by Art Simons, seconded by Kathy Judge

All in Favor: Cathy Schwartz, Yes; Kathryn Judge, Yes; Art Simons, Yes; Susan Bass Levin, Yes; Rhonda Shevrin, Yes; Megan Langman, Yes

Abstention: Michele Golkow

Motion Approved

RESOLUTION 2026-9-1
RESOLUTION AUTHORIZING PAYMENT OF BILLS

MOTION: Moved by Michele Golkow, seconded by Rhonda Shevrin

All in Favor: Cathy Schwartz, Yes; Kathryn Judge, Yes; Art Simons, Yes; Susan Bass Levin, Yes; Megan Langman, Yes; Rhonda Shevrin, Yes; Michele Golkow, Yes

Motion Approved

Administrators' Report

A. Library Director (Aug/Sept report) *– Tierney Miller, emailed to the Board*

1. **Summer Reading program review:**
   a. Huge success for kids, teens, adults – registration and engagement increased exponentially, a 25 % increase overall from last year.
      i. Adult 32% increase – 589 registered; 94% engagement
   b. Children (all ages) 21% increase
      i. Early Literacy (ages 0 – 5) – 281 registered; Kids (grades K – 5) – 641 registered; Teens (grades 6 – 12) 223 registered.
   c. Success is due to popular theme, growth in township, public Pre-K, excellent CHPL marketing, great prizes (thank you Friends of the Library for sponsoring prizes).
2. Upcoming: **Saturday, October 24 CHPL RomCon (romance convention); 15 Romance Authors will attend/moderate/prest, Inkwood books in Haddonfield will manage book sales.**
3. CHPL's monthly Friends' requests reviewed including what requests are used for: programs, presenters, author visits, supplies for programs, museum memberships, etc.
   a. Thank you to the Friends for supporting the library.
4. Director's programs:
   a. July 29 – Red Bank Battlefield Archaeology Project (staffed/attended)
   b. August 4 – Mr. Foamtastic (staffed/attended)
   c. August 12 – Ready, Set, Kindergarten! (staffed)
   d. August 12 – Preschool Roundup at Jake's Place (outreach)
   e. August 19 – WHYY Bridging Blocks: Green Spaces (staffed)
   f. August 28 – Family Movie Night (staffed)
   g. September 8 – CHPL Book Club *American Dirt*
   h. September 9 – Intro to Mah Jongg series begins
5. Director's Meetings and Events:
   a. July 17 & September 4 – Meetings with Megan Brown (TWP)
   b. July 29– Sunshine Committee meeting
   c. July 30 – Romance Con Committee meeting
   d. July 30 – Med Essentials pizza lunch for staff
   e. Book Mobile visits:
      i. August 7 – Monroe Public Library
      ii. August 14 – Burlington County Library
      iii. September 9 – Inkwood Books
      iv. September 10 – Ocean City Public Library
   f. August 6 & September 3 – Supervisors meetings
   g. August 20 – Outreach planning
   h. August 25 – Summer Reading wrap-up
   i. August 27 – Sustainability committee meeting
   j. September 1 – CHPL tour with Collingswood Public Library staff
   k. September 2 – supervisors visit/tour of Pennsauken Public Library
   l. September 8 – CHPL windows assessment with TWP engineering
   m. September 11 – TWP 9/11 ceremony
   n. Interviews:
      i. FT Circulation Library Assistant: August 11 (2) and August 12
      ii. PT Youth Services Librarian: August 17 & September 11
   o. Weekly meetings with Hope Holroyd, PR & Marketing Coordinator
6. Director's Professional Development:
   a. August 5 – Simon & Schuster fall showcase
   b. August 11 – NJLA Admin/Management: Insurance costs

c. August 13 – What is Aspen Mobile webinar
d. September 14 – NJLA sustainability

7. Desk Shifts:
   a. August 3 & September 1: Youth Services
   b. August 8 & September 8: Reference & Adult Services
8. Around the Building:
   a. Visitors
      i. July: 19,583
      ii. August: 17,514
   b. Wireless users
      i. July: 2,549 (avg. 187/day)
      ii. August: 2,491 (avg. 186/day)
   c. Recent:
      i. August 13 – Post-Summer Reading Crafternoon for staff
      ii. August 28 - Outdoor Family Movie Night (118 in attendance)
      iii. New staff:
         1) July 27 Melissa Brinn (promotion), Youth Outreach Librarian (FT)
         2) August 3 Garrett Wilson, Teen Librarian (FT)
         3) August 24 Gabrielle Martin (promotion), Circulation Library Assistant (FT)
   d. Upcoming:
      i. September 14 – October 11: Halloween Costume Drive
         1) October 14 - Costume Grab
      ii. September 24 - Elby Wang's Retirement Party
      iii. October 11 – Flea Market
      iv. October 17 – November 15: Wrap It Up collection drive
         1) November 17 - Pickup
9. July & August Department Updates:

Circulation:

a. Items circulated: July 26,527; August 24,898
b. Total new cardholders: July 305; August 410
c. Total active members: July 24,950; August 25,124
d. Museum pass checkouts (27 museums): July 198 checkouts; August 232 checkouts
e. Libby/Palace Project (electronic material) checkouts: July 8,153; August 8,227
f. Highlights:
   i. Medieval Times trip to wish Alex farewell after 5 years of service.
   ii. Oscar Movie Marathon August 17-21 (5 films, 129 attended)
g. Upcoming: September is Library Card Signup Month. Every new and renewing member can enter a raffle for a prize.

Technical Services (Processing and Cataloging):

a. Items purchased and added to the collection: July 401; August 658
b. Donated titles added to the collection: July 46; August 20
c. Overdrive/Libby eBooks: July 197 titles (412 copies); August 121 titles (124 copies)
   i. eAudiobooks: July 126 titles (236 copies); August 82 titles (82 copies)
d. Highlights:
   i. Four professional development classes or webinars
   ii. Youth Services spine label project (started July 1)
   iii. Started new OCLC annual 3-year contract
e. Upcoming:
   i. Aspen Mobile Project
   ii. Koha releases 26.05 upgrade

Reference & Adult Services:

a. Programs: July 30 events (470 attendees); August 23 events (401 attendees)
b. Outreach:
   i. August 4 - National Night Out (411 reached)
   ii. August 6 - Concoctions Book Club (12 reached)
c. Highlights:
   i. New Museum passes (thank you to the Friends for funding): Guggenheim (NYC), The Frick Collection (NYC), MoMA (MYC), Shofusu Japanese House & Garden (Phila.)
   ii. July 29 Red Bank Battlefield Archaeology Project (82 in attendance), and August 1 Between Elvis and the Beatles (70 in attendance)
d. Summer Reading stats - 32% increase in enrollment from last year.
   i. Adults: 589 enrolled, 7,489 books logged, 667 activities completed, 993 reviews.
   ii. Staff: 35 enrolled, 227 books logged, 62 activities completed, 61 reviews
e. Upcoming and ongoing programs listed.

Youth Services:

a. Ages 0 – 12: July 36 programs (1,078 in attendance); August 17 programs (581 in attendance)
b. Teen: July 12 programs (137 in attendance); August 9 programs (279 in attendance)
c. All ages events: July 10 programs (1,487 in attendance); August 7 programs (1,420 in attendance)
d. Outreach:
   i. July: 2 visits (185 reached); August 2 visits (450 reached)
e. Highlights:
   i. July 23 Great Dino Baby Race (54 in attendance)
   ii. August 4 Mr. Foamtastic returned, perfect weather (230 in attendance)
   iii. August 12 Preschool Roundup – Jasmie & Tierney met 280 community members and made 51 library cards for preschool families
   iv. August 17 Teen Anime Night with Cosplay – *The Cherry Hill Sun* interviewed Teen Librarian Talie Meza about the event.
f. Summer Reading stats, 21% increase in enrollment from last year.
   i. Early Literacy, ages 0 – 5: 281 enrolled, 128 completed
   ii. Kids, grades K – 5: 641 enrolled, 14,750+ hours logged
   iii. Teens, grades 6 – 12: 223 enrolled, 832 books, 4,800 hours logged
   iv. TOTAL: 1,145 participants.
g. Upcoming and ongoing programs listed.

10. Photos shared from various CHPL programs/events, staff, etc.

B. Chief of Operations *–Jennie Purcell*

1. We had several interviews for the full-time Library Assistant position in Circulation, and part-time Librarian in Youth Services. Offered the full-time Library Assistant position who started on August 24. Hired an additional Pool Librarian, who will be contacted as needed.
2. Posted a full-time Librarian I position for Adult Services, who will work closely with our ESOL teachers/class coordinator; Elby Wang is retiring on October 1. Also posted a part-time Library Assistant position in Circulation. Interviews for that position will begin this week.
3. Maintenance Supervisor Jim Stamer replaced four plaque holders in Friendship Grove that were stripped by the weather (image shared).
4. Had a pre-con meeting for the shed and picked colors for walls and trim. The shed was ordered, taking approximately 6 weeks to deliver. The concrete foundation, driveway, and sidewalk between Windsor Mews will be poured in the next few weeks; we are updating this sidewalk to be ADA compliant. The shed and cement are on our capital project list.

5. Contracts were signed for our flat roof replacement over the Reading Room. A tentative pre-con meeting is scheduled for September 16.
6. We received an estimate of $118,000 to remove two of our large front windows at the water intrusion spot, to review why & how water got through, then repair and install new windows. This large project will be done in phases starting this fiscal year into the next few fiscal years.
7. Camden County placed a pole with camera on Library property for their voting box. They did not let Maintenance know they were coming and cut into our irrigation system, when digging. I worked with TWP clerk's office to coordinate County repairing the damaged line. Jim Stamer supervised the repair.
8. Completed Workers Comp audit.
9. Jim Stamer started to install two new water bottle filling station/water fountain combos. One was installed on the Lower Level near restrooms, and one will be in the Reading Room near restrooms.
10. Jim Stamer will coordinate with DPW, using their lift truck to replace outside lighting in the library parking area. Light poles needing bulbs are marked with ribbons.
11. Flea Market is scheduled for Sunday, October 11, rain date October 18; 50 vendors have reserved spots so far. This Library Fundraiser is being coordinated by Meredith Meyer.
12. New SUV height book drop was purchased and installed, due to patron requests (image shared). Staff states book removal is easier from this new book drop. The old ones were repurposed, moved by Maintenance to the back of the building and labelled as donations only.
13. Future project to replace carpeting in Conference Center with flooring. Materials were purchased previously, will consider an outside vendor to install if CHPL Maintenance staff are unable to take on this project. Will need at least a week to complete this project, which is tricky with meeting room use
14. Café area discussion, various uses for space other than a café area: pop-up book shop, or additional space for used book sales, self-serve. More discussion to follow.

C. PR & Marketing Coordinator *– prepared by Hope Holroyd, emailed to the Board of Trustees*

1. July Announcements & Media Highlights:
   a. Library holds a book sale - *The Sun Newspapers* July 15, 2026.
   b. Press release – *Cherry Hill Public Library Welcomes New Youth Services Outreach Librarian* July 27, 2026
   c. Top post for July is the most engaged post in the history of CHPL Instagram.
   d. **Jon Braun (LibraryLinkNJ) asked Hope to present at an NJLA Marketing Committee meeting on the 20-year celebration campaign. She will present at the October 14 zoom meeting.**
2. August Announcements & Media Highlights:
   a. Killer Night Out, Murder Mystery at CHPL, *The Cherry Hill Sun*, August 30, 2026.
   b. The official accounts of The Franklin Institute and Kobo books (international vendor) liked our Summer Reading Winners post on Instagram
   c. Bywater (national vendor) commented on Alex's goodbye video.
3. CHPL Social Media Metrics:
   a. Tik Tok – main account: July 8,351; August 8,383
   b. Facebook: July 7,362; August 7,465
   c. Instagram – main account: July 5,334; August 5,437
   d. Threads: July 860; August 863

e. LinkedIn: July 306; August 308
f. YouTube - main account: July 289; August 293

4. Additional highlights:
   a. The three most-engaged July posts centered around our Summer Reading Program & theme:
      i. On **Instagram** they had **74,512**, 2,548 and 632 views. On TikTok one had 8,931views. On Facebook one post had 8,609 and one had5,918 views. More stats from each platform listed
   b. The three most-engaged August posts were: "kinda chic," summer reading prize winners, and upcoming CHPL RomCon (additional stats from each platform listed):
      i. Kinda Chic: 9,003 views on Facebook; 3,222 on Instagram, 2,329 on TikTok
      ii. Summer Reading prize winners: 19,663 views on Facebook, 1,994 on Instagram
      iii. CHPL RomCon: 23,224 views on Facebook, 867 on Instagram
5. July Email Marketing Metrics:
   a. 13 emails were sent, with an average open rate of 65% and 4% click rate.
   b. Engagement Rate across all platforms: 8.18%
6. August Email Marketing Metrics:
   a. 6 emails were sent, with an average open rate of 67%, and 5% click rate.
   b. Engagement Rate across all platforms: 8.44%
7. Summer Reading 2026 PR & Marketing **special report provided.**
   a. Theme, top 3 posts, social media links, participation pie chart, and takeaways listed.

D. Friends of the Library *- Marlyn Kalitan, President, Friends of the Library*

1. Friends Treasurer's Report was prepared by Walt Wedzielewski.
   a. Summer book sale brought in $22,892.28, their second highest sale.
      i. Book sales will continue to take credit card purchases and not charge buyers 3% service fee.
   b. Dine & Donate May 13 at Barclay Pie brought in $200.
   c. This quarter, Friends paid $14,000 for Library eBook & audiobook purchases. eBook & audiobook pricing has skyrocketed; there is NJ legislation to control fees.

Unfinished Business

A. Kathy Judge registered for Trustees training at Monmouth County Library October 17. Up to four Board Members from CHPL can attend and she offered to drive others interested in attending.

New Business

A. Hope Holroyd and Tierney Miller are updating CHPL sponsorship opportunities to address individual business requests to sponsor Library programs/events. Considering offering "donor's choice" categories. Discussions will continue.

B. Youth Services Floor Policy: CHPL has Patron Code of Conduct, Safe Child Policy, Vulnerable Adult Policy, and would like a Youth Services Floor Policy. Rules are posted in this area but need a written policy to enforce them. Discussions will continue, concerns include:
   a. Teen space is reserved for teens only,
   b. Only adults with children are permitted on Youth Services floor,
   c. How families use Youth Service areas including consuming meals, where to settle in, etc.

C. Increased Library hours 2027: staying open until 9 p.m. Thursdays. Discussions will continue.

a. Thursday nights were eliminated. during COVID pandemic.
b. Adding four additional hours per week will affect budget and scheduling, but more opportunities for programs, renters and those seeking a quiet workplace.

D. Video game rental fees: $2 to check out a video game and $2 to renew generated $1,499 in revenue last year. Eliminating these rental fees might circulate more video games, like removing DVD rentals fees.

MOTION TO ELIMINATE VIDEO GAME RENTAL FEES:
Moved by Michele Golkow, seconded by Art Simons

All in Favor: Cathy Schwartz, Yes; Kathryn Judge, Yes; Art Simons, Yes; Susan Bass Levin, Yes; Megan Langman, Yes; Rhonda Shevrin, Yes; Michele Golkow, Yes

Motion approved.

Public Discussion

A. None

Next regular meeting date: Tuesday**, October 20, 2026 at 4 p.m.**

Adjournment

MOTION: Moved by Michele Golkow, seconded by Megan Langman

Unanimously approved

Meeting adjourned at 5:30 p.m.

Jennie Purcell
Board Clerk