

MIDLAND PARK MEMORIAL LIBRARY
Minutes of Board of Trustees Meeting
October 20, 2016

PRESENT- Annie Campbell, Claudia Considine, Lorraine DeLuca, Cathy Durden, Julie Guciardo (7:40 PM), Cathy Olimann, Lena Padovano, Phyllis Stepien.

Catherine Dileo, Library Director

ABSENT- Robert Biebrich

President Cathy Durden called the meeting to order at 7:34 PM in accordance with the Sunshine Law.

The meeting started with the Pledge of Allegiance.

L. DeLuca made the motion to approve the Open September 15, 2016 Minutes, seconded by C. Ollmann. A roll call was conducted and everyone present was in favor, except P. Stepien who abstained.

A. Campbell made the motion to approve the Closed September 15, 2016 Minutes, seconded by L. DeLuca. A roll call was conducted and everyone present was in favor, except P. Stepien who abstained.

PRESIDENT'S REPORT

No Report

DIRECTOR'S REPORT

C. Dileo reported that both the PTA Harvest Festival and the Touch a Truck Program was well attended and enjoyed by many.

C. Dileo reported that circulation is good and that the Adult Book Club is growing in membership.

C. Dileo reported that in the Borough Capital Budget, she would be including a request that the borough replace back entrance flood light with LED Floodlight. Current light is not functioning and does not light up parking lot near dumpster. This solution will cast light in that area. The cost is estimated at \$1,175.00.

The second request that the two front floodlights that have not worked in 3 or more years be removed was resolved by putting in new light bulbs.

C. Dileo reported that they had a successful Staff Meeting.

COMMITTEE REPORTS

Finance

C. Ollmann made a motion to approve the payment of the October bill list in the amount of \$6,829.76 from Borough appropriations, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

C. Ollmann made a motion to move \$10,00.00 from the Health Insurance line item to the following line items, seconded by P. Stepien:

Adult Media	\$1,500
BCCLS	\$ 244
Adult Books	\$2,500
Children's Books	\$1,200
Programs	\$ 300
Legal	\$2,301
Staff Training	\$ 100
Phone	\$ 750
Supplies	\$ 500
Building Maintenance	\$ 605

A roll call was conducted and everyone present was in favor.

C. Ollmann reviewed the preliminary 2017 budget with Board members. C. Ollmann then made a motion to submit the tentative \$455,000.00 2017 budget to CFO, Laurie O'Hanlon by October 26, 2016, seconded by A. Campbell. A roll call was conducted and everyone present was in favor.

Policy

A. Campbell reported that she continues working on the revisions of the Policy Manual. She is incorporating changes and will be presenting a finalized copy to the Board when completed.

Personnel

No Report

Buildings and Grounds

No Report

Strategic Planning

No Report

Technology

C. Dileo presented a new item for library purchase. Launch Pads are preloaded media tablets (very sturdy) for different age groups. She proposed that we buy them for the age group 5 – 7 and see if they are liked. A Board member asked if they could be purchased for teens with preloaded study materials for both the SAT and the ACT.

C. Ollmann made a motion to spend \$2,000.00 on Launch Pads purchase, seconded by J. Guciardo. A roll call was conducted and everyone present was in favor.

C. DiLeo presented two bids for rewiring the library: Diversified Technologies: \$1,065.00 and In-Tech Services: \$668.00. Both companies came in to discuss the location of the modem among other details. The Board members' questions were answered by the Library Director. C. Ollmann made a motion to spend up to \$800.00 for the rewiring of the library by In-Tech Services, seconded by P. Stepien. A roll call was conducted and everyone present was in favor.

Friends of the Library
No Report

Schools
None

P. Stepien reported that the Media Center at the High School is near completion. They are working on making it an informational hub for students. She reported that any appropriate flyers would be welcomed.

OLD BUSINESS

NEW BUSINESS

J. Guciardo went to an E-Rate School/Library Conference and reported that there is government money available for technology in libraries.

L. DeLuca made a motion to move into a Closed Session at 8:58 PM to discuss legal and personnel issues, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

L. DeLuca made a motion to come back to Open Session at 9:03 PM, seconded by A. Campbell. A roll call was conducted and everyone present was in favor.

C. Considine made the motion to close the meeting, seconded by L. Padovano. The meeting was adjourned at 9:04 PM with all in favor. The next scheduled meeting will be Thursday, November 17, 2016 at 7:30 PM.