

# **MINUTES OF THE LIBRARY BOARD OF TRUSTEES OF THE TOWNSHIP OF NEPTUNE**

**JULY 21, 2015**

## **CALL TO ORDER**

The meeting was called to order at 5:05pm by Madeline King.

## **ROLL CALL**

The following were in attendance: Madeline King – Mike Palermo – Maureen Pampaloni  
Meghan Plevier – Connie King – John Bonney, Acting Director and Deborah Mayhue, Secretary.

## **APPROVAL OF MINUTES**

Mike Palermo made the motion to accept the minutes of the June 16<sup>th</sup> meeting. Maureen Pampaloni seconded the motion. Motion passed.

## **TREASURER'S REPORT**

The report was read by Mike Palermo. Meghan Plevier made the motion to accept the report. Maureen Pampaloni seconded. Motion passed.

## **COMMITTEE REPORTS**

Personnel: The committee reported that it is ready to move on posting the director's position.

Budget: No report

Building: No report

Policies: No report

Outreach: National Night Out is August 4<sup>th</sup>, Annual Back to School Day is scheduled for August 22<sup>nd</sup>. August 27<sup>th</sup>, the library is invited to 1<sup>st</sup> Day of School at the Early Childhood School. First Day at Midtown will be on September 11<sup>th</sup> and Neptune Day is September 26<sup>th</sup>.

## **OLD BUSINESS**

Server update: August 18<sup>th</sup> and 19<sup>th</sup>, Tim Hines from SIRSI will be doing testing through our computer system. August 24<sup>th</sup>, our computers will be down and we will be using crash sheets for the day.

Staff In-Service Day: The day was very successful. The staff did shelf reading and shelving. The storage closet was cleaned out. A full staff meeting was held in the morning and was very informative. The library will be scheduling more of these in the future.

A discussion was held on the work Marian Bauman has done as a volunteer. It was decided that she should be acknowledged for her work on the archives and the window displays.

## **NEW BUSINESS**

### Resolution #R4-15: Hiring Taphenese Brown

Maureen Pampaloni made the motion to hire Taphenese Brown, in a part-time capacity for up to 20 hours per week at a rate of 15.94 per hour effective July 16, 2015. This position does not include benefits. Meghan Plevier seconded the motion. Motion passed.

### Resolution#R15: Clarification of holiday pay

Mike Palermo made the motion that part-time employees whose work day falls on a holiday when the library is closed will be paid for their scheduled hours. Maureen Pampaloni seconded the motion. Motion passed.

The Symphony 3.5 upgrade went smoothly. There were a few snags but right now everything is working smoothly and we are running at 100 %.

A discussion was held on the E-mail Conversion presented to the Board. The cost of the conversion is \$1760.00. A motion to accept the quote was made by Maureen Pampaloni and seconded by Connie King. Motion passed.

A discussion was held on video cameras for library security. There will be more information on this at the next meeting.

## **TRUSTEE COMMENTS**

Meghan Plevier: The display window looks wonderful as usual.

Maureen Pampaloni: The flowers on the counter are very nice.

Mike Palermo: The Board commends John for doing such a great job with the library and staff.

Madeline King: Thanks to the staff as well.