

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

JANUARY 19, 2016

CALL TO ORDER

The meeting was called to order by Teretha Jones at 5:05 pm.

ROLL CALL

The following were in attendance: Teretha Jones – Madeline King – Claudia Mooij – Maureen Pampaloni – Meghan Plevier – Connie King – Mike Palermo

Oaths of Office were taken and signed by Michael Palermo, Meghan Plevier and Madeline King.

ELECTION OF OFFICERS

Maureen Pampaloni made the motion to keep the current board members in their current positions as officers for 2016. Teretha Jones as president, Madeline King as vice president and Michael Palermo as treasurer. Meghan Plevier seconded the motion. Motion passed.

APPROVAL OF MINUTES

Maureen Pampaloni made the motion to accept the minutes of the November 17th 2015 meeting. Meghan Plevier seconded the motion. Motion passed.

TREASURER'S REPORT

The report was read by Mike Palermo. A total of \$6936.03 will be deposited into the library trust account. This is money left over from the 2014 budget. The Friends of the Library generated a total of \$1038.00 from the Book Sale and the Bake Sale. The Mayor's Book Club will receive a total of \$500 for book purchases and \$50 will go towards Barnes and Nobles gift cards for a contest being held in September.

The Friends of the Library have also agreed to donate \$250.00 towards the purchase of a Cricut Explore Air Printer Machine. The total price of the machine is \$330.00. Mike Palermo made the motion to cover the remaining balance of \$100 (balance plus tax). Meghan Plevier seconded the motion. Motion passed.

COMMITTEE REPORTS

Policies: A copy of an author signing policy is being reviewed by the committee. This discussion will be tabled for a later meeting after more information is available.

Personnel: no report

Budget: no report

Building: no report

Outreach: no report

OLD BUSINESS

No business for discussion.

NEW BUSINESS

Township Resolution #16-36: Confirming Mayor's Appointment to the Board of Library Trustee

Michael Palermo for a five-year term, expiring 12/31/2020

Meghan Plevier for a one-year term expiring 12/31/2016

Madeline King for a term concurrent with that of the Mayor.

Resolution #R1-16: Naming contracted vendors of books and library materials. Motion to accept the vendor list was made by Mike Palermo and seconded by Meghan Plevier. Motion passed.

Resolution #R2-16: Naming contracted computer consultant: Shore Systems

Mike Palermo made the motion and Madeline King seconded the motion. Motion passed.

Resolution #R3-16: Authorize the submission of a grant to the Department of Labor and Workforce Development. Mike Palermo made the motion. Connie King seconded. Motion passed.

Resolution #R4-16: Hiring Kathleen Lynch as a part-time library assistant effective January 19, 2016 for up to 20 hours per week at \$15.94 per hour. This position does not include benefits. Meghan Plevier made the motion. Maureen Pampaloni seconded. Motion passed.

A discussion was held on the purchase of a new copier. A copier comparison was distributed to the Board for review. Mike Palermo made the motion to stay with Shore Business Solutions to purchase the new copier. Meghan Plevier seconded the motion. Motion passed.

John will be participating in the May 2016 NJLA Conference. The date he will be moderating will be on the same day as the Board meeting for the month. Maureen Pampaloni made the motion to switch the May meeting date to May 10th. Mike Palermo seconded the motion. Motion passed.

The staff would like to paint the paneling in the library. Money has been allocated in the budget for this project and a discussion was held. The building committee will discuss this issue amongst themselves and come to the next meeting with more information.

A discussion was held on the sign board in the front of the library. The sign is broken and needs to be repaired or replaced. After the discussion, the decision was to let the building committee look into the cost of repairing the sign before purchasing an electronic one.

A Mission of the Neptune Public Library Archive was submitted to the Board to be adopted. This will be done at the February meeting.

The Board was informed that another glassed-in meeting room in the upstairs library has been discussed with Township officials.

TRUSTEE COMMENTS

Maureen: The Marching Soldiers display looks wonderful.

ADJOURNMENT

Mike Palermo made the motion to adjourn. Maureen Pampaloni seconded. Motion passed.