

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

**SEPTEMBER 15, 2015**

## **CALL TO ORDER**

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

## **ROLL CALL**

The following were in attendance: Madeline King – Claudia Mooij – Maureen Pampaloni  
Meghan Plevier – Teretha Jones – John Bonney, Acting Director and Deborah Mayhue, Secretary

## **APPROVAL OF MINUTES**

**Correction:** Madeline King was not in attendance at the August 18, 2015 meeting.

Maureen Pampaloni made the motion to accept the minutes. Claudia Mooij seconded. Motion passed.

## **TREASURER'S REPORT**

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

## **EXECUTIVE SESSION**

*Maureen Pampaloni made the motion to close the meeting for executive session. Madeline King seconded. Motion passed.*

Meghan Plevier made the motion to close executive session. Claudia Mooij seconded the motion.  
Motion passed.

## **COMMITTEE REPORTS**

There were no reports from the committees.

## **OLD BUSINESS**

Server upgrade: Staff and public internet computers have been upgraded to Windows 7. The new hardware has been purchased and the installation is scheduled for October 13<sup>th</sup>

The Issuance and Use of Library Card Policy, with the highlighted changes was distributed to the Board.

The flashlights for power outage use have been ordered.

The trees at the back door library entrance will be uprooted and replanted in another area. The Shade Tree Commission will select new trees that will be appropriate for that area.

## **NEW BUSINESS**

Kelly Taylor represented the library on Saturday, August 22<sup>nd</sup> for the 5<sup>th</sup> Annual Back to School program sponsored by MURC. The library received a certificate for participating in the event. About two hundred people were in attendance.

The students from the Arts and Education Center at Neptune Schools would like to reserve the glassed-in room to display their art work for March of 2016. Their art has been on display before and received a lot of positive feedback.

John will be working with the supervisor's on goals and cross-training for the year 2016 which will impact the strategic plan. The performance reviews will be done in October 2015.

Beth Letts, a Special Education teacher for Neptune will be coming in next week with fifteen special needs students for a library tour. Two of those students will be selected to come in to the library to do task such as, shelving and filing.

A list of volunteers for the 2014 – 2015 year was distributed. Certificates were sent to their home and also to their school with a letter to the guidance officer to please consider them for programs such as National Honor Society when they are preparing for college.

A discussion was held on procedure when there is no restroom facility or water. The Board decided that a sign has to be posted for the public stating that there is no water or restroom use for the day. If the township has water and the use of restrooms, these will be used. If the entire building has no water or restrooms to use, then we will shut down for the day.

The policy committee will need to review policies relating to barring patrons based on their address. The Board decided to stop the practice of barring patrons immediately and to gather statistics to bring to the next meeting.

## **ADJOURNMENT**

Maureen Pampaloni made the motion to adjourn. Madeline King seconded. Motion passed.