

Margaret E. Heggan Free Public Library of the Township of Washington

March 23, 2017 Meeting Minutes (Rescheduled from March 15, 2017)

Time and Place: The meeting of the Board of Trustees of the Margaret E. Heggan Free Public Library was called to order by Board President Joanne Robertson in the Conference Room at the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ on March 23, 2017, at 6:40 p.m.

Sunshine Law Statement: A notice was read that was published and posted according to the NJ Open Public Meetings Act.

Quorum: Gary Breen (via phone), Roy Dawson, Barbara Julian, Joanne Robertson, Paula Smith

Also Present: Joseph Alacqua, Esq.; Sheila Mikkelson, Library Director; Dina Meddings, Board Secretary

Absent: Mary Breslin; David Bruce; Carole McNaughton; Mayor Joann Gattinelli; Jane Crocker; Nick Fazio, Council Liaison

Minutes: It was moved by Roy Dawson and seconded by Paula Smith to approve the minutes of the February 2017 Board meeting. All in favor. Motion carried.

President's Report: Joanne did not have a formal report but discussed upcoming trustee training on April 29 in Cherry Hill from 10:30 to 12:30. Interested parties should reply by March 31 to Sheila, who will handle registrations and payment. Sheila will also share the information with the absent board members.

Treasurer's Report: Resolution No. 2017-14 was moved by Paula Smith and seconded by Gary Breen to authorize payment of all obligations on the March 2017 bill list, in the amount of \$97,780.82. All in favor. Passed unanimously.

Director's Report: Sheila reported on her meeting with David Kreck of The Petit Group and the contractor who will be doing the parking lot project. The library is currently notifying patrons of closure dates and procedures. A flyer has been added to the board packets. Staff training has been offered during the closure. April Board member packets will be mailed.

Sheila detailed the library's efforts to obtain quotes for landscaping services. Resolution No. 2017-15 was moved by Joanne Robertson and seconded by Roy Dawson to accept JD's Landscaping's proposal for lawn services for 2017 as detailed. All in favor. Passed unanimously.

Resolution No. 2017-16 was moved by Paula Smith and seconded by Roy Dawson to approve the hiring of Cynthia Kramer as Part-Time Youth Services Librarian at the rate of \$26.00 per hour, contingent upon receipt of a successful background check. All in favor. Passed unanimously.

Resolution No. 2017-17 was moved by Roy Dawson and seconded by Joanne Robertson to approve the hiring of Patricia Gallagher and Ryan Principato as part-time Library Shelves at the rate of \$8.50 per hour, contingent upon receipt of successful background checks. All in favor. Passed unanimously.

Adjournment: It was moved by Roy Dawson and seconded by Paula Smith to adjourn the meeting at 6:56 p.m. All in favor. Motion carried.