

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

### April 19, 2017 Meeting Minutes

**Time and Place:** The meeting of the Board of Trustees of the Margaret E. Heggan Free Public Library was called to order by Board Secretary David Bruce in the Conference Room at the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ on April 19, 2017, at 6:31 p.m.

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

Ryan Principato and Patricia Gallagher were introduced to board members as new part-time Library Shelves; Cynthia Kramer was introduced as the new part-time Youth Services Librarian.

**Quorum:** Mary Breslin, David Bruce, Barbara Julian, Carole McNaughton, Paula Smith, Mayor Gattinelli, Jane Crocker

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

**Absent:** Gary Breen; Roy Dawson; Joanne Robertson; Nick Fazzio, Council Liaison

**Minutes:** Approval of the March 2017 meeting minutes was postponed until a future date, as not enough trustees were present who were also in attendance at the March meeting.

**President's Report:** Joanne was absent and did not submit a formal report.

**Treasurer's Report:** Resolution No. 2017-18 was moved by Mary Breslin and seconded by Paula Smith to authorize payment of all obligations on the April 2017 bill list, in the amount of \$105,589.00. All in favor. Passed unanimously.

**Director's Report:** Sheila has been meeting with David Kreck of The Petit Group regarding the ongoing parking lot project. David suggested an initial payment of \$120,000.00 be issued to Ricky Slade Construction, Inc., to cover the cost of materials, with the balance reflecting any necessary change orders to be paid upon completion. Resolution No. 2017-19 was moved by Paula Smith and seconded by Carole McNaughton to transfer \$120,000.00 from surplus funds to the 2017 Buildings/Grounds Account #507 and to issue an initial payment of \$120,000.00 to Ricky Slade Construction, Inc., for parking lot improvements. All in favor. Passed unanimously.

The proposed resolution on the agenda authorizing parking lot change orders will be postponed until the final figures have been submitted.

**Adjournment:** It was moved by Paula Smith and seconded by Carole McNaughton to adjourn the meeting at 6:43 p.m. All in favor. Motion carried.