

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

### September 20, 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 September 20, 2017, at 5:02 p.m.

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

**Quorum:** David Bruce, Barbara Julian, Carole McNaughton, Paula Smith, Jane Crocker

**Also Present:** Joseph Alacqua, Esq.; Sheila Mikkelson, Library Director; Dina Meddings, Board Secretary; Rachel Bolt; Cheryl Olizi; Carly Johnson

**Absent:** Gary Breen; Mary Breslin; Roy Dawson; Nick Fazzio, Council Liaison; Mayor Joann Gattinelli

**Minutes:** It was moved by Jane Crocker to approve the minutes of the August 2017 Board meeting. All in favor. Motion carried.

**President's Report:** Mary Breslin was not present and did not submit a report.

**Treasurer's Report:** Resolution No. 2017-35 was moved by Paula Smith and seconded by Carole McNaughton to authorize payment of all obligations on the September 2017 bill list in the amount of \$125,702.47. All in favor. Passed unanimously.

**Director's Report:** Sheila has been communicating with Mayor Gattinelli regarding the open board position and is actively attempting to fill it. A new staff door access system has been installed. Sheila and staff members are visiting Washington Township schools for Back to School Nights to promote the library. Sheila is also working on policy manual updates with plans for presentation at a future board meeting.

**Adjournment:** It was moved by Jane Crocker and seconded by Paula Smith to adjourn the meeting at 5:12 p.m. All in favor. Motion carried.