

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

December 13, 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 President Mary Breslin in the Conference Room at the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ on December 13, 2017, at 6:33 p.m.

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

Quorum: Mary Breslin, David Bruce, Barbara Julian, Carole McNaughton, Elizabeth Moore, Paula Smith, Jane Crocker

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

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

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

President's Report: No formal report.

Treasurer's Report: Resolution No. 2017-40 was moved by David Bruce and seconded by Carole McNaughton to authorize payment of all obligations on the December 2017 bill list in the amount of \$199,911.27. All in favor. Passed unanimously.

Director's Report: Resolution No. 2017-41 was moved by Jane Crocker and seconded by Paula Smith to amend the 2017 budget with a transfer of \$23,800.00 from a combination of the Salary Contingency, Benefits Account, and Professional Fees Account to the Books, Building Maintenance, and Equipment Accounts. All in favor. Passed unanimously.

Resolution No. 2017-42 was moved by David Bruce and seconded by Mary Breslin to amend the policy manual. All in favor. Passed unanimously.

Sheila opened bid packets for 2018 services from Petroni & Associates, LLC (auditor); The Pettit Group, LLC (engineer); Joseph A. Alacqua, Esq. (solicitor); and Stephen Altamuro, Esq. (solicitor). These will be reviewed and recommendations will be made at the January 2018 Board meeting.

Adjournment: It was moved by Jane Crocker and seconded by Carole McNaughton to adjourn the meeting at 6:49 p.m. All in favor. Motion carried.