

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

June 20, 2018 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 June 20, 2018, 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.

Quorum: Gary Breen (via speakerphone), Mary Breslin, Roy Dawson, Elizabeth Moore, Jane Crocker

Also Present: Joseph Alacqua, Esq.; Sheila Mikkelson, Library Director; Dina Meddings, Acting Bookkeeper/Administrative Assistant; Beth Mills, Acting Bookkeeper/Administrative Assistant

Absent: David Bruce; Barbara Julian; Carole McNaughton; Paula Smith; Mayor Joann Gattinelli; Nick Fazio, Council Liaison

Minutes: It was moved by Jane Crocker and seconded by Elizabeth Moore to approve the minutes of the May 2018 Board meeting. All in favor. Motion carried.

President's Report: Mary did not present a formal report.

Treasurer's Report: Resolution No. 2018-16 was moved by Jane Crocker and seconded by Elizabeth Moore to authorize payment of all obligations on the June 2018 bill list, in the amount of \$135,161.40. All in favor. Passed unanimously.

Director's Report: Sheila discussed The Pettit Group's proposal for their services relating to the public bathroom renovation. It was decided to postpone further discussion until a future meeting.

Resolution No. 2018-17 was moved by Gary Breen and seconded by Roy Dawson to promote Dina Meddings and Elizabeth Mills to the positions of Full-Time Bookkeeper/Administrative Assistant, each at a yearly salary of \$37,500.00. All in favor. Passed unanimously.

Resolution No. 2018-18 was moved by Gary Breen and seconded by Mary Breslin to hire Lynne Promise as a Part-Time Library Assistant at an hourly rate of \$12.00 after confirmation of a successful background check and drug screening. All in favor. Passed unanimously.

Resolution No. 2018-19 was moved by Roy Dawson and seconded by Gary Breen to hire Lindsey Ale as a Part-Time Library Shelves at an hourly rate of \$8.60 after confirmation of a successful background check and drug screening. All in favor. Passed unanimously.

Resolution No. 2018-20 was moved by Roy Dawson and seconded by Mary Breslin to accept the proposal from Colossal Cleaning Solutions to continue to provide janitorial services from July 2018 through June 2019. All in favor. Passed unanimously.

Adjournment: It was moved by Mary Breslin and seconded by Roy Dawson to adjourn the meeting at 6:43 p.m. All in favor. Motion carried.