

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting December 21, 2016**

A. Call to Order:

The regularly scheduled December meeting of the Free Public Library of Monroe Township Board of Trustees was called to order by President King at 7:00 p.m. Those present: Mr. Garbowski, Ms. Samoyan, Mr. Pohler, Ms. Patterson, Ms. Betterly, Ms. Mead, Mr. Paredes and President King. Ms. King confirmed tonight's meeting is being held in compliance with the requirements of the Open Public Meetings Act.

B. Public Portion (Open/Close):

Ms. King opened the Public Portion of tonight's meeting. There were no members of the public present. Ms. King closed the Public Portion.

C. Approve Minutes of November 2016 Meeting:

Motion to approve the Minutes of the November 2016 meeting was made by Mr. Pohler, seconded by Mr. Betterly. All voted in favor.

D. Financial Reports:

Off the record to permit time for review of documents. Back on the record.

1. Approve Financial Reports for November 2016:

Motion to approve the financial reports for November 2016 was made by Ms. Patterson, seconded by Mr. Pohler. All voted in favor.

2. Approve Payment of Vouchers for November 2016:

Motion to approve the payment of vouchers for November 2016 was made by Ms. Patterson, seconded by Mr. Pohler. All voted in favor.

E. Director's Report:

The Direct Install Program Grant provides up to 70% reimbursement for projects based upon an Audit for Heating and Electric. Mr. Paredes is considering an audit with a view to suggestions for saving money. Ms. King had some suggestions concerning this program from personal experience. Mr. Paredes said that the Township was able to replace two roof airconditioners under this program.

Solar Panels:

Another money saving suggestion was to look into the use of solar panels. Free installation for public buildings was discussed. Mr. Garbowski will look into potential bidders and finding a sample bid package.

Slip and Fall Injury:

Mr. Paredes informed the Board about a slip and fall injury exiting the front and curb area. Board members offered their suggestions. Administration officials inspected the curb design with future safety taken into consideration.

F. Committee Reports:

Garden Committee:

Mr. Pohler noted he will encumber some of the 2016 remaining funds for spring fertilizer. He is feeding the birds.

Fund Raising Committee:

Volunteer Holiday Tea:

Ms. Betterly reported on the successful Tea held to thank the Library Volunteers. She noted there was a better turn-out this year and recommended the Tea be held again next year. President King attended the Tea and she congratulated Ms. Betterly on what a great job she did organizing and presenting the event. Everyone raved about the delicious cakes and quiche.

Romance Novel Book Sale

The Friends of the Library are planning a paperback romance novel sale January 28, 2017 from 10:00 to 3:00 in view of the approach of Valentine's Day. The location of the in-house book sales will be the lobby area. Ms. Betterly said the next major book sale will be the last week of April. The cookbook sale held earlier in December did not generate much interest or income. If the romance novel sale does not spark sales, the Friends will concentrate on the major book sales.

G. Old Business:

No old business was discussed.

H. New Business:

President's Thank You:

President King thanked the Board Members for the effort that each member contributes for the betterment of the community, especially considering the Board is made up of volunteers.

Library Holiday Schedule:

Mr. Paredes distributed copies of the Holiday Schedule for the coming year. Motion to approve the Holiday Schedule was made by Ms. Patterson, seconded by Ms. Samoyan. All voted in favor.

Library Board Meeting Time and Schedule:

The Board agreed meetings will continue on the third Wednesday of each month beginning at 7:00 p.m. Motion to approve the third Wednesday of each month for Board meetings at 7:00 p.m. was made by Mr. Pohler, seconded by Ms. Patterson. All voted in favor.

Library Board Appointments and Appointment Renewals for 2017:

The Board discussed the need to fill a Board vacancy for 2017 in view of Mr. Garbowski's election to Council. It was also noted that Ms. Betterly's appointment is up for renewal.

I. Adjournment:

Motion to adjourn made by Ms. Samoyan, seconded by Ms. Betterly. All voted in favor. The meeting was adjourned at 7:35 p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President
Board of Trustees