

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Reorganization Meeting January 15, 2014**

A. Call to Order:

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

B. Election of Officers:

Office of President

Mr. Paredes accepted nominations for the office of President. Ms. Samoyan nominated Ms. King for the office of President, seconded by Ms. Davi. Ms. Betterly nominated Mr. Pohler for the office of President. There was no second for the nomination of Mr. Pohler. All voted in favor of Ms. King for the office of President.

Office of Vice President

Ms. Davi nominated Ms. Samoyan for the office of Vice President, seconded by Ms. Patterson. All voted in favor.

Office of Treasurer

Mr. Pohler nominated Ms. Patterson for the office of Treasurer, seconded by Ms. Betterly. All voted in favor.

C. Public Portion (Open/Close):

Mr. Paredes opened the public portion of the meeting. There were no members of the public present. Mr. Paredes closed the public portion.

D. Approve Minutes of December 2013 Meeting:

Ms. King noted the correction for item #6 Vendor Qualifications, 3rd paragraph in the Café RFP should read with the Township of Monroe as a named "insured"... Motion to approve the Minutes of the December 2013 meeting was made by Ms. Davi and seconded by Ms. King. All voted in favor.

E. Financial Reports:

Off the record to allow the Board's review of the reports and vouchers. Back on the record.

I. Approve Financial Reports

Motion to approve the financial reports was made by Ms. King, seconded by Ms. Samoyan. All voted in favor.

2. Approve Payment of Vouchers

Motion to approve payment of vouchers was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

F. Director's Report:

Interior Doors

Mr. Paredes noted that the brevity of his Director's report is an indication that things are getting done. Relative to the interior doors of the Library, Mr. Paredes said it was determined to keep one interior door open as a courtesy for handicapped patrons.

Art Work

Mr. Paredes said he is waiting for submissions of art work from two more students. The Board asked Mr. Garbowski to schedule an award ceremony at the Council meeting possibly the end of March to recognize the contribution of the art work by the students. Mr. Garbowski asked that the student's names be forwarded to the Township Clerk so she can prepare a letter of recognition for each.

G. Committee Reports:

Mr. Paredes said that he will be doing additional work on a Long Range Plan for the Library. The Board reviewed Committee assignments for the coming year.

Building Committee: Mr. Pohler, Ms. King, Ms. Betterly.

Personnel Committee: Ms. Patterson, Ms. Samoyan, Mr. Pohler.

Policy Committee: Ms. Samoyan, Ms. King, Ms. Davi.

Fund Raising Committee: Ms. Betterly, Ms. Samoyan, Ms. King, Ms. Patterson.

Garden Committee: Mr. Pohler, Ms. Betterly.

H. New Business:

1. Final 2013 Budget

Mr. Paredes reported on the disposition of funds for the final 2013 budget including the book purchases allocation, salary and wages, furniture and fixtures. Motion to approve the final 2013 budget was made by Ms. King, seconded by Ms. Samoyan. All voted in favor.

2. 2014 Budget

Mr. Paredes reported on the funds taken in during the year and monies moved into the contingency fund and the circumstances which contributed to his decisions in that regard, Motion to approve the Director's proposal for the designation of funds was made by Ms. Davi, seconded by Ms. Betterly. All voted in favor.

3. Holiday Schedule

Mr. Paredes distributed a Holiday schedule prepared by Karen Uhl. Motion to approve the schedule was made by Ms. King, seconded by Ms. Betterly. All voted in favor.

I. Old Business:

1. Unfinished Flooring:

The Board discussed the bids submitted by Grimestoppers and Bellia's associate for refinishing the flooring in the open space. Mr. Garbowski confirmed that the bids are within the bid threshold minimum requirements. The Board discussed the leveling issues and the qualifications of the bidding contractors. Motion to accept the Grimestoppers' bid was made by Ms. Samoyan, seconded by Ms. King. All voted in favor.

2. Friends of the Library:

Mr. Paredes said the Friends are discussing their next fund raising events, including a book sale, flea market outside, moving the craft fair to November 15th, and having a Santa Secret Christmas Shop for the children. Ms. Betterly noted that she would be attending the Friends of the Library meeting next month.

3. Book Club Luncheon:

Ms. Betterly reported that the Book Club Luncheon will be next week. She said she hoped to recruit some volunteers from her group. She stressed a volunteer would not have to be involved in every fund raising activity but could even just pick one but to get involved.

4. Library Lines:

A suggestion was made to get events posted in the Library Lines earlier. The Board discussed postings in local media to promote events. Mr. Paredes said the Library has many media contacts which they use. Ms. King noted that the local Vineland paper always lists the upcoming events at the Monroe Township Library. She said that the Gloucester County Times and Courier Post are not as reliable listing Monroe Township Library events.

5. Master Gardeners:

Mr. Pohler advised there will be an orchid class on February 10, 2014 @ 7:00 p.m. This is a County function for the Master Gardeners.

6. Trustee Institute:

Mr. Pohler advised Board members of continuing education credits required of Board members. He noted resources toward education credits are available to all Board members through the New Jersey Trustee Institute. He recommended the course which he attended that is available to Board members. Mr. Paredes advised he has the links for further information. Mr. Pohler noted one difficulty for Board members is the location of the seminars is often in North Jersey.

J. Adjournment:

Motion to adjourn the meeting was made by Mr. Pohler, seconded by Ms. Betterly.
The meeting was adjourned at 7:45. p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President
Board of Trustees