

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP**  
**BOARD OF TRUSTEES**  
**Regularly Scheduled Meeting March 18, 2015**

**A. Call to Order:**

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

**B. Public Portion:**

President King opened the Public portion. There were no members of the public present. Ms. King closed the Public portion.

**C. Approve Minutes of February 2015 Meeting:**

Motion to approve the minutes of the February 2015 meeting was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

**D. Financial Reports:** Off the record to permit Board review. Back on the record.

**1. Approve Financial Reports.**

Motion to approve the Financial Reports was made by Mr. Pohler, seconded by Ms. Betterly. All voted in favor.

**2. Approve Payment of Vouchers:**

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

Mr. Paredes noted that per the Auditor's recommendation, he formally notes that there will be no changes to the budget at this time.

**E. Director's Report:**

Slip and Falls:

Mr. Paredes informed the Board of an 83 year old man who fell outside the Library last week. The man cut his hand and his head. About 1:00p.m. this afternoon, a woman fell in exactly the same place. She was taken away by ambulance. The Library was also visited by an attorney relative to another matter involving a fall inside the building years ago. Following the meeting Mr. Garbowski will inspect the outside area with Mr. Paredes who expressed his concern for the safety of the Library patrons.

Blast Email:

Mr. Pohler informed Mr. Paredes and the Board about a blast email service that he became familiar with through the Woodbury Public Library. Mr. Paredes will look into how the Library can use this service to get the word out about upcoming events.

Upgraded Internet Speed:

Mr. Paredes noted more patrons are watching movies on you tube. He has been investigating upgrading the internet speed. This will increase the fee \$180.00 a month.

Staff Commended:

Mr. Paredes said the staff is so enthusiastic rearranging the Library collection, since Ms. Harpool retired, he is very pleased. Mr. Pohler repeated his prior praise for the leader at the top.

New Staff Members:

Mr. Paredes welcomed Samantha Snyder and Linda Comfort to the Library staff.

**F. Committee Reports:**

Fund Raising Committee: Ms. Betterly discussed logistics for moving the books in preparation for the book sale to be presented by the Friends of the Library the week of April 27th. Ms. Betterly reported that a meeting was held deciding on prices and setting hours. An ad will be put in the Shopper's Guide. She also noted that the Library Night at the Library IV Restaurant will tentatively be May 27<sup>th</sup> pending confirmation by the Restaurant.

Building Committee and Personnel Committee: President King appointed Mr. Garbowski to the Building and Personnel Committees.

Garden Committee:

Mr. Pohler reported that March 28<sup>th</sup> will be garden clean-up from 10:00 to 12:00. Ms. Betterly will bring coffee and donuts for the volunteers. Mr. Pohler is hoping for assistance from the Master Gardeners. Mr. Pohler also said there will be a Symposium May 9, 2015 and a Plant Sale in Clayton. Also discussed was evidence of wasp cones hanging from the ceiling in Room C. Mr. Paredes said the township exterminator will be assigned to remove them. The Board members also discussed signs directing patrons to the Gazebo area. Mr. Pohler said he will be working on designing a mini-meadow adjacent to the parking lot.

**G. New Business:**

**1. Drexel student as co-op.**

Mr. Paredes said he has the opportunity to work with a Drexel student on a part time basis. If Emily leaves this would benefit the Library having someone already trained through this co-op program. Mr. Garbowski said he has been involved with this program for the last five years and that Mr. Paredes should obtain a list of candidates so that he can interview students wishing to have the opportunity to work in a Library atmosphere.

**2. Not for profit, non 501(c)(3) meeting room requests.**

Mr. Paredes noted that Room C has been getting requests by groups that do not fall into the category of 501(c)(3) non profit groups. The Board discussed the \$15.00 clean up fee should be charged. Mr. Pohler noted groups offering information for the good of the community are non-profit.

**3. Community awareness through fundraising.**

Mr. Paredes said he wants to create community awareness. Some suggestions were a car show, fun walk along the bike path, and scavenger hunt. Ms. King noted a good source for PSA announcements is WVLT in Vineland, New Jersey.

**4. National Library Workers' Day.**

Following the annual tradition, staff will be treated to lunch to celebrate the day and to show the Library's appreciation for their service.

**H. Old Business:**

**Meet The Authors.**

Mr. Paredes reminded Board Members that the meet and greet is scheduled for Saturday, April 18, 2015 from 12:00 p.m. to 2:00 p.m.

**I. Adjournment:**

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

Susanne McKee, Clerk Transcriber

Suzanne King, President  
Board of Trustees