

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP
BOARD OF TRUSTEES
Regularly Scheduled Meeting May 20, 2015**

A. Call to Order:

The regularly scheduled May 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. McIlvaine, 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 March 2015 Meeting:

Motion to approve the minutes of the March 2015 meeting was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor. There was no Board Meeting held in April 2015.

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

1. Approve Financial Reports.

Motion to approve the Financial Reports for March was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

Motion to approve the Financial Reports for April was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

2. Approve Payment of Vouchers:

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

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

E. Director's Report:

Mr. Paredes noted that due to an increase in the auditor's fee, he required a motion to move funds allocated from to furniture and fixtures to the Professional Services category. Motion to move the difference in funds required to pay the auditor's fees was made by Ms. Betterly, seconded by Ms. Samoyan. All voted in favor.

The Board discussed measures to prevent further injuries with patrons falling as they exit the building, particularly at night. Suggestions included changing the heads of certain lights in the parking lot area, thereby directing brighter lighting where needed; reflective paint for curbing; and having Buildings and Grounds change burned out lights in accordance with Mr. Pohler's charts showing burned out bulbs.

Mr. Paredes distributed copies of the audit for the Board to study and return at next month's meeting for consideration of approval.

F. Committee Reports:

Fund Raising Committee:

Ms. Betterly reported that next Wednesday is the Library Fund Raising Dinner at the Library IV Restaurant. Participants must present a coupon at time of arrival and 10% of their total order minus tax will be donated to the Library.

Ms. Betterly also reported on the Book Sale presented by the Friends of the Library. Initial sales totaled \$1,800.00. The Friends hope to change their advertising strategy and have another sale date in October. Ms. Betterly noted that in the future, the Friends of the Library will not accept donations of encyclopedias as there is a lack of interest in their resale.

Garden Committee:

Mr. Pohler expressed concern getting timely cooperation with Buildings and Grounds in several areas. One particular disappointment occurred after giving three weeks notice to Buildings and Grounds that the Library had 30 volunteers coming to put down mulch. Assistance was needed in transporting the mulch to the Library. On the day before the project without warning, there was no one from Township to get the mulch to the volunteers. So on Friday night, the Library had to arrange and pay for a delivery of the mulch.

A recurring problem has been winterizing the sprinkler system used for watering the Library grounds. This underground system must be shut down and any water remaining in the pipes must be blown out before the weather freezes each year. Once again, the system is nonoperational in the spring because of broken pipes. The Library relies upon the Township Buildings and Grounds personnel to keep this system functioning and each year it continues to break down. It was agreed that diligent maintenance is essential to keep such underground systems functioning.

After listening to the foregoing, Council Liaison McElvaine suggested a meeting with the Mayor, Board President, Mr. Paredes, Mr. Pohler, and Township personnel to try to establish better cooperation between the Library staff, Library volunteers and Township Departments in the future.

G. New Business:

There was no new business to report.

H. Old Business:

Ms. King referred the Board to the Library's ad in the Today's Shopper edition.

I. Adjournment:

Motion to adjourn was made by Ms. Patterson, seconded by Ms. Samoyan. All voted in favor. The meeting was adjourned at 7:50 p.m.

Susanne McKee, Clerk Transcriber

Suzanne King, President
Board of Trustees