

**FREE PUBLIC LIBRARY OF MONROE TOWNSHIP**  
**BOARD OF TRUSTEES**  
**Regularly Scheduled Meeting October 21, 2015**

**A. Call to Order:**

The regularly scheduled October 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, Mr. McIlvaine, Ms. Patterson, Ms. Betterly, Ms. Mead, 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 September 2015 Meeting:**

Motion to approve the minutes of the September 2015 meeting was made by Ms. Patterson, seconded by Mr. Garbowski. 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 for September was made by Mr. Pohler, seconded by Ms. Samoyan. All voted in favor.

**2. Approve Payment of Vouchers:**

Motion to approve payment of vouchers for September was made by Mr. Pohler, seconded by Mr. Garbowski. All voted in favor.

**E. Director's Report:**

Mr. Paredes informed the Board of discounted lap tops ordered and donated by the Rotary. Voting will take place at the Library on November 4<sup>th</sup>. Mr. Paredes commented on the children and teen programs and in particular the "Reading to Service Dogs" which had a participation of 24. Mr. Paredes observed kids were helping each other with their reading. This program is offered to children from the 2<sup>nd</sup> to the 6<sup>th</sup> grade. Another program of merit is "Keeping the Classics Alive" supported by Maria Mirarchi who is donating books to give away as part of the initiative.

Mr. Paredes continues with his efforts to upgrade the lighting in the parking lot area. He will meet with Mr. Garbowski to discuss this further. Board members discussed the lights in the back parking lot, timers to shut down the lighting when the Library is closed, LED and Sodium lights, and more.

**F. Committee Reports:**

**Fund Raising Committee:**

Ms. Betterly noted the Friends Group raised \$600.00 at the book sale. They discussed having

one sale next year instead of two. She reported that the Paint Party raised \$735.00. The Friends have raised a substantial amount for the Library. Mr. Paredes said he has asked them to hold the funds in abeyance until a larger project is chosen for its use.

#### **Garden Committee:**

Mr. Pohler prepared the external lighting survey. He reminded about the blowout of the sprinkler system and removal of leaves from the downspouts. Mr. Pohler also suggested cleaning leaves from the drains.

#### **Trustee Workshop:**

Ms. Betterly and Ms. King attended a workshop at the MaysLanding County Library which will satisfy the ongoing education requirements for the Trustees this year. Ideas were shared among the participants which included representatives from area libraries and other organizations. One idea presented by Ms. King was to have a Council Meeting at the Library and invite the public.

#### **G. Old Business:**

Ms. Mead followed up on her prior notice about extra paper stocked at the school which was originally intended for use in copiers but which have become unusable for that purpose. Reams of paper in various colors could be available for craft projects at the Library. She suggested Mr. Paredes draft a letter to Chuck Earling expressing interest in having the Library use some of the paper at the school that is unsuitable to be used in the copiers for craft projects at the Library.

Ms. Mead noted there are potential volunteers for the Garden Committee projects at the National Junior Honor Society. She said the moderator for the group is Kim Morris. Mr. Pohler said the March Clean Up would be a time when he could use help. Ms. Mead said this group is very reliable.

Ms. Mead said Katy Zera at the 7-8 Media Center at the Middle School is interested in partnering with the Library on identifying suitable authors for future projects. Mr. Paredes took note of all of her suggestions.

Ms. Mead also reported on a fund raiser for the Middle School on Saturday, December 5<sup>th</sup> at a Sixers Game to support the Cassandra Dilks Community of Caring Veggie Farm. Ms. King suggested putting flyers at the Newfield Bank is a good idea to get the word out.

#### **H. New Business:**

##### **1. Mission Statement clarification:**

Mr. Paredes provided Board members with a copy of the Library's Mission Statement. He explained that situations have arisen such as requests to use the Library meeting rooms for a funeral repast, birthday parties, or other events which are not specified in the Mission Statement. The Board discussed this matter. Ms. Samoyan suggested the By-Laws would be the most suitable place to note that the Library is not to be used for private social events. Motion to add specific wording to the Library ByLaws specifying what is and what is not appropriate usage according to Library policies; i.e. no private social events, was made by Ms. Samoyan; seconded by Ms. Mead. All voted in favor.

## **2. Holiday Gatherings:**

### **a. Staff**

Friday, December 4<sup>th</sup> at 6:30 p.m. at MonaLisia, Corkery Lane, Williamstown, NJ.

### **b. Volunteers**

December 11<sup>th</sup> from 9:00 a.m. to 11:00 a.m. at the Library.

Mr. Paredes said the Library has so many volunteers such as for gardening, the Friends, etc. that this year a breakfast to thank them is being planned. Ms. Betterly discussed some of the suggestions for the refreshments and presentation. She also said a certificate of appreciation will be presented to each volunteer.

## **3. Business Fair:**

Mr. Paredes reported he is planning an event in the spring to bring all of the businesses in Monroe together. He said this might have to be a two day event. He discussed this with Ernie Carbone, Head of the Main Street Committee.

### **I. Adjournment.**

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

Susanne McKee, Clerk Transcriber

Suzanne King, President  
Board of Trustees