I  **Call to Order**
The regular monthly meeting of the Long Hill Township Public Library Board of Trustees was called to order at 7:35 pm by Board President, Sally Semper.

In Attendance:
- Joanna Askey
- Izzy DeBiasse
- Pam Klawitter
- Suzanne Kosempel
- Mary Mayer
- Lynette Schneider
- Sally Semper
- Nancy Burtnett

Also present:
- Lyn Begraft, Library Director
- Jonathan Kelly, Member of the public

Excused: Joan Donahue

II  **Pledge of Allegiance**
President Sally Semper led the Flag Salute.

III  **Open Meeting Compliance Statement**
Ms. Semper read the statement of compliance with the Sunshine Law.

IV  **President’s Remarks**
Ms. Semper extended the Board’s appreciation to the Library staff for their extra time and efforts during the challenging events of the past few weeks: the winter storms and Library closures; use of the Library as a warming/charging/comfort center during multi day power outages; providing service for additional patrons from Berkeley Heights and maintaining the children’s department.

The new website is up and running and looks great!

The Board extended its thanks to Pam Klawitter for her many years of service to the Library, including her contributions as a Board member, as a Friend of the Library and for her work on the Acorn Campaign.

V  **Consent Agenda**

*Director’s Report*

In addition to her written report:
• A candidate has come forward from the Library staff to apply for the position of Children’s Librarian. Ms. Begraft will continue with this candidate’s application process.

• Members were reminded of the Library Law seminar on April 9. Several members are planning to attend. Ms. Begraft encouraged members to take this opportunity to ask any law related questions as there will be a question and answer period.

_Treasurer’s Report_

Bill List Librarian’s Discretionary and Petty Cash Report
Profit and Loss Balance Sheets

_Acceptance of the Minutes from the following meeting:_

February 21, 2018 Regular Meeting

_Resolution to approve 2018 Salaries and Wages_

Ms. Kosempel made a motion to accept the Consent Agenda. The motion was seconded by Ms. Schneider and was unanimously approved.

_VI Committee Reports_

_Administrative Policy Manual & Bylaws_ – no report

_Building & Grounds_ – The roof heating coils appear to be holding up to the weather and working well.

_Finance_ – no report

_Technology_ – no report

_Strategic Plan_ – no report

_Personnel_ – The Personnel committee will be circulating material for the Director’s review.

_Nomination_ – no report

_VII Old Business_

• _Resolution to Approve the Budget for 2018_ – Director Begraft discussed the details of the 2018 budget. She noted that in the future the Library will need additional funding or hard choices will need to be made about reducing operating costs.
Ms. Mayer made a motion to approve Resolution 2018-08 Setting the 2018 Library Budget. The motion was seconded by Ms. Askey and was unanimously approved.

VIII New Business

- **2018 Stirling Street Fair** – The Street Fair is Sunday, April 22. We discussed the Board booth.

- **School Reading Lists** – A question was asked about the status of the school summer reading lists. Ms. DiBiasse reported that this information should be forthcoming and that Central School has conducted a survey to determine how many students have library cards.

IX Public Comments

No comments.

X Adjournment

On a motion by Ms. Burtnett, seconded by Ms. Klawitter and approved unanimously, the meeting was adjourned at 8:40 pm.

Respectfully Submitted,

Joanna Askey
Secretary