

**Long Hill Township Public Library
Board of Trustees Meeting
March 28, 2018**

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. DiBiase 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. Burnett, seconded by Ms. Klawitter and approved unanimously, the meeting was adjourned at 8:40 pm.

Respectfully Submitted,

Joanna Askey
Secretary