

Margaret E. Heggan Free Public Library of the Township of Washington

January 20, 2016 Annual Reorganization Meeting Minutes

Time and Place: The meeting of the Board of Trustees of the Margaret E. Heggan Free Public Library was called to order by the Board President, Joanne Robertson, in the Conference Room at the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ on January 20th, 2016, at 6:33 PM.

Sunshine Law Statement: A notice was read that was published and posted according to the NJ Open Public Meetings Act.

Quorum: Gary Breen, Mary Breslin, David Bruce, Barbara Julian, Joanne Robertson, Paula Smith, Mayor Barbara Wallace, Jane Crocker

Also Present: Joseph Alacqua, Esq.; Sheila Mikkelson, Library Director; Dina Meddings, Board Secretary

Absent: Roy Dawson, Carole McNaughton; Nick Fazzio, Council Liaison

Fred Myers was introduced to Board Members as a new part-time Library Assistant.

Paula Smith was sworn in by Joe Alacqua for a new five-year Board Member term.

Joe Alacqua spoke to the water issue after a meeting with John Pettit and the original pump installer. He no longer does this type of work but will reach out to someone he can recommend to provide an estimate. It was suggested Nick Fazzio may also know someone who can help.

Mayor Wallace expressed her thanks for everyone's efforts to continue to keep the library running smoothly. She is unable to attend the anniversary celebration and will confer with Nick Fazzio about speaking at the ceremony on her behalf.

Election of Officers:

It was moved by Mary Breslin and seconded by David Bruce to appoint Joanne Robertson as Board President. All in favor. Motion carried.

It was moved by Paula Smith and seconded by Joanne Robertson to appoint David Bruce as Board Secretary. All in favor. Motion carried.

It was moved by Mary Breslin and seconded by Gary Breen to appoint Paula Smith as Board Treasurer. All in favor. Motion carried.

Resolutions:

Resolution No. 2016-1 was moved by Jane Crocker and seconded by Gary Breen to authorize certain payments prior to approval of the bill list in the event of a delay or cancellation of the regularly scheduled board meeting. All in favor. Passed unanimously.

Resolution No. 2016-2 was moved by Mary Breslin and seconded by Paula Smith to authorize signatories on the bank accounts and the use of signature stamps. All in favor. Passed unanimously.

Resolution No. 2016-3 was moved by Paula Smith and seconded by Gary Breen to designate TD Bank and State of New Jersey Cash Management as depositories. All in favor. Passed unanimously.

Resolution No. 2016-4 was moved by Gary Breen and seconded by David Bruce to authorize certain library employees to deposit funds into the library's accounts. All in favor. Passed unanimously.

Resolution No. 2016-5 was moved by Paula Smith and seconded by David Bruce to designate the South Jersey Times and the Sentinel as the library's official newspapers. All in favor. Passed unanimously.

Resolution No. 2016-6 was moved by Jane Crocker and seconded by Mary Breslin to establish regular board meeting dates for 2016. All in favor. Passed unanimously.

Appointments: Sheila relayed the bids received for services along with her recommendations for same.

Resolution No. 2016-7 was moved by Mary Breslin and seconded by David Bruce to appoint Petroni & Associates LLC of Glassboro as the library's auditor for 2016. All in favor. Passed unanimously.

Resolution No. 2016-8 was moved by Gary Breen and seconded by Paula Smith to appoint The Pettit Group LLC of Sewell as the library's engineer for 2016. All in favor. Passed unanimously.

Resolution No. 2016-9 was moved by Joanne Robertson and seconded by David Bruce to appoint Joseph Alacqua, Esq., of Turnersville as the library's solicitor for 2016. All in favor. Passed unanimously.

Minutes: It was moved by Paula Smith and seconded by Jane Crocker to approve the minutes of the December 2015 meeting. All in favor. Motion carried.

President's Report: Joanne stated that Mayor Wallace had requested annual reports of all Township Boards, which Sheila and Joanne provided in a list of special accomplishments and statistics.

Treasurer's Report: Resolution No. 2016-10 was moved by Mary Breslin and seconded by Jane Crocker to authorize payment of all obligations on the January 2016 bill list, in the amount of \$78,019.03. All in favor. Passed unanimously.

Director's Report: March 5 is the library's 50th anniversary celebration with a snow date of March 12. All board members are encouraged to attend. Speeches will be from 1:00 to 1:30, followed by music and refreshments, with children's activities taking place separately during that timeframe. Invitations were distributed to those in attendance, with the remainder scheduled to be mailed out shortly.

Adjournment: It was moved by Gary Breen and seconded by Jane Crocker to adjourn the meeting at 7:27 PM. All in favor. Motion carried.