

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

### February 17, 2016 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 Board President Joanne Robertson in the Conference Room at the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ on February 17, 2016, at 6:32 p.m.

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

**Quorum:** David Bruce, Barbara Julian, Carole McNaughton, Joanne Robertson, Paula Smith, Jane Crocker

**Also Present:** Joseph Alacqua, Esq.; Nick Fazio, Council Liaison; Sheila Mikkelson, Library Director; Dina Meddings, Board Secretary

**Absent:** Gary Breen, Mary Breslin, Roy Dawson

Patricia Levering was introduced to Board Members as a new part-time Library Assistant.

**Minutes:** It was moved by Jane Crocker and seconded by Paula Smith to approve the minutes of the January 2016 meeting. All in favor. Motion carried.

**President's Report:** Joanne did not present a formal report but did confirm with Nick Fazio that he will attend the Library's anniversary celebration and speak in Mayor Wallace's absence. Joanne also raised the water issue again. Sheila has a meeting on 2/18 with a mechanical company to evaluate the sump pumps. Sheila also inquired about resurfacing the parking lot while the water issue is still unresolved, and she was encouraged to obtain quotes.

**Treasurer's Report:** Resolution No. 2016-11 was moved by David Bruce and seconded by Jane Crocker to authorize payment of all obligations on the February 2016 bill list, in the amount of \$88,257.27. All in favor. Passed unanimously.

**Director's Report:** Suggested revisions to the Library's policy manual were presented to the Library Board, after being submitted for review to the Policy Committee. Minor changes were suggested in the wording on three policies, which will be changed before the Library's policy manuals are updated.

Resolution No. 2016-12 was moved by Jane Crocker and seconded by Carole McNaughton to amend the policy manual as proposed, in accordance with changes presented at the meeting. All in favor. Passed unanimously.

Children who have fulfilled the Library's 50 Book Challenge will be attending the April 13 Washington Township Town Council meeting, where Nick Fazio will present them with a certificate. Sheila would like to repeat this at the August and December Council meetings for children who accomplish this goal throughout the year.

**Adjournment:** It was moved by David Bruce and seconded by Jane Crocker to adjourn the meeting at 7:17 p.m. All in favor. Motion carried.