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BOARD OF TRUSTEES MEETING
Monday, May 20, 2019, 7:30 PM
MINUTES

Call to Order - Open Public Meetings Act at 7:30pm

Roll Call- Present- April Maska, Terri Wallowitch, Karen Hink, Camille Gaines. Stacy Reid, and Jim Mehaffey. Absent- Steven Crispin.

Review of Minutes from Previous Meeting – A motion was made by Karen Hink to accept the minutes with the spelling correction of Leso and Ensor, with a second by April Maska. Roll call vote-4-yes, 0-no, and 1-Abstention (Mehaffey). Stacy Reid arrived after the approval of minutes.

Treasurer's Report -A motion was made by Camille Gaines with a second by Karen Hink to pay the bills in the amount of \$17,917.85. Roll Call vote 6-yes 0-no; motion carries in the affirmative.

Director's Report- See Report

Friends of the Library Report- See Report

Report of the President of the Board of Trustees- Terri Wallowitch discussed findings in the end of year audit. Quotes for the newsletter will be broken down into three separate quotes moving forward. As well as finding quotes for the HVAC system from other companies.

Committee Reports- The entire manual will need to be revised in order to update the sick time. (NJ sick time Act) With a motion made by Stacy Reid and second by Camille Gaines the board approved to have Mr. Slachetka review the manual and give a quote. Roll Call Vote, 6-yes, 0-no.

Correspondence- Written letter on April 29, 2019 Michaela Buchanan resigned from the WDFPL Library on the 31st of May 2019. A motion was made by Karen Hink and a second by April Maska to accept the resignation of Michaela Buchanan in which all board members were in favor.

Trustee Training- None

Old Business

1. **West Deptford Township Book Festival 5/4/19 Riverwinds** – The general feedback has been positive. Authors and organizations were very pleased. One food truck did not show up for the festival. Post festival meeting to be held Thursday, May, 23rd.
2. **Personnel** – See Correspondence
3. **West Deptford Historical Association-** Wedding gowns will go on display June 30th 2019.

New Business-

1. **Audit-** Discussed in the report from the President of the Board of Trustees.
2. **Personnel Closed Session-** A motion was made by Karen Hink with a second by April Maska to go into closed session in which all members were in favor. After the personnel discussion, a motion was made by Karen Hink with a second by April Maska to come out of closed session in which all board members were in favor.

At this time, Secretary Camille Gaines asked for a motion to accept the position of a part time Young Adult Marketing Coordinator (25 hours) with the hourly wage of \$15.47-\$16.47, no benefits offered. A motion was made by Jim Mehaffey and a second by April Maska to accept the position. Roll Call Vote 6-yes, 0-no. Motion carries in the affirmative.

Secretary Camille Gaines asked for a motion to accept the position of a daytime part time Library Assistant position with the hourly wage of \$11.65-\$12.25, no benefits offered. A motion was made by Stacy Reid with a second by April Maska to accept the position. Roll Call Vote 6-yes, 0-no. Motion carries in the affirmative.

Public Portion- A motion made by Karen Hink with second by April Maska to open the meeting to the public, when no one chose to come forward the public portion closed.

Announcements- None

Adjournment- With a motion made by April Maska with second by Stacy Reid to adjourn the meeting in which all board members were in favor.