

Union Township Public Library
Board of Trustees Meeting
Minutes
December 17, 2019

Ms. D'Elia called the meeting to order at 6:31pm. Announcement of compliance with the Open Public Meetings Law

Roll Call: Jackie Carter, Doris D'Elia, Mary Lewis (Supt. Rep), Steven Le, Laura Muller (Mayor's Rep), Sally Straus, George Wheatle Williams, Karen O'Malley.
Excused: Jeannette Cantalupo and Nancy Minneci

A motion to approve Minutes of the November 2019 Regular Board Meeting was made by Steven Le and seconded by George Wheatle Williams. All present in favor with three abstaining: Mary Lewis, Jackie Carter and Laura Muller, motion carries.

Correspondence-Ms. O'Malley read the award letter from the State re: Adult Literacy Grant

Mr. Le reported that the Financials for November were in order. A motion to accept made by Jackie Carter and seconded by Mary Lewis. All present in favor, motion carries.

Director's Report-Ms. O'Malley read and discussed her report.

Reports of Committees and Board Members

Ms. Straus reported on the Art Gallery. She reminded the Board members that the art exhibit is still up and they should take a look at it. The reception was well attended and it got great publicity through print media and TV34. It was the best attended reception.

Ms. D'Elia reported for the Friends of the Library. She reports that the Friends are still selling bags for \$10 to fill with books until 12/23. The financials indicate an increase of balance over the same period of last year. They will be sponsoring many programs such as a Reader's Table, History of the Musical series and a movie screening.

Old Business

- Expenditure approval: Envisionware Mobile Printing update. Ms. O'Malley reported that she misspoke about the cost of the program and needed to clarify and get a new vote based on correct information. As such, the Board took a new vote to purchase mobile printing software for both the Main and Vauxhall branch for two years. Motion to proceed made by Steven Le and seconded by Jackie Carter. All present in favor, motion carries.

New Business

- A motion to move to Executive Session (Personnel and contract) made by Laura Muller and seconded by Jackie Carter. All present in favor, motion carries. Board moved to E.S. at 6:49.
- A motion to rise from E.S. made Steven Le and seconded by George Wheatle Williams, all present in favor. Motion carries, Board rises from ES at 7:14.

No action was taken in E.S.

Vote to approve the promotion of two staff members from Library Assistant to Sr. Library Assistant and a second Library Assistant to Library Associate with a raise of 5%. Motion to approve made by Jackie Carter and seconded by Mary Lewis. All present in favor, motion carries.

Comments from the Public-none

Confirm next meeting date as annual reorganization meeting on January 28, 2019

Motion to adjourn made by Steven Le and seconded by Jackie Carter, motion carries and meeting is adjourned at 7:17.