



The meeting of the Board of Trustees of the Middletown Township Public Library was held on October 19, 2016 at the Middletown Main Library. At 7:04 pm, Ms. LaTona opened the meeting in compliance with the Open Public Meetings Act with Roll Call.

Present:

X Monaghan X Nelsen ___ Siwiec ___ Vitkansas X Fox
X VanNest X Berson X Smith ___ Perry

Absent: Siwiec,

Also in attendance: X Tom Warren X Kim Rinaldi X Wendy LaTona

Salute to the Flag

Public Session –None

Approval of September Regular/Executive Session Minutes: Mr. Nelsen motioned to accept the Regular Session minutes as well as the Executive Session minutes seconded by Mr. VanNest and carried unanimously with abstentions from Monaghan, Berson, Smith, and Fox.

Financials:

Other than the new Business Savings account which was created through consolidation of accounts to gain a better interest rate of 0.05%., there were no other financial updates. Mr. Nelsen motioned to accept all the financials as submitted including the 2016 Voucher lists, Overview 2016 Checks as well as the Financial Reports as of 9/30/16, and the Statement of Financial Assets dated 10/1/16, seconded by Ms. Berson and carried unanimously by roll call vote.

Correspondence:

- Distribution of new Board of Trustees list
- Announcement of Joan Kopp’s accelerated retirement

President, Finance or Personnel Committees Report: None

Director’s Report: (as submitted – see attached).

Some highlights included:

- Increase in 2017 Library budget by \$104,902.

- First draft of budget 2017 will be completed and presented by December
- Discussion of Funds for long term capital improvements
- Performance Evaluations for each library employee for 2016 have been completed.
- Active Shooter training was completed by MT Police at the library; it definitely changed the employees thinking process and made them better prepared in case of an emergency.
- Discussion of need for new Security web-based system (approximately \$5,000)
- After evaluating a Children's book the committee decided to remove it from the shelf for three reasons:
 - no lesson or theme
 - did not correct behavior
 - poor circulation (7 years – only 8 times circulated)
- Friends Book Sale \$400.00.
- Better World Books initiation will begin to help promote literacy around the world. Girl Scout troops will come and box the books and BWB will come and pick up. Proceeds of the books will go to the FRIENDS.
- Museum pass program is successful. 468 in circulation
- Teen Librarian has 20 participants in her Teen Book Club – very successful for a Teens program

Ms. Berson served as Pro-Temp secretary in Mr. Vitkansas' absence.

New Business:

Resoluiton 2016-34 - Mr. Nelsen made Resolution 2016-34 to promote Stephanie Chadwick to a Librarian II effective October 31, 2016 with an annual salary of 56,488.00.

Public Session: None

For the Good of the Order:

- Mr. Monaghan-welcomed the two new Board members
- Mr. Nelsen expressed he was happy to see the Bayshore area represented on the Library Board. And welcomed the two new Board members
- Mr. Smith – Principal of Bayshore elementary school, expressed he was happy to be a part of the Library Board as he and his family are library users and advocates.
- Ms. Fox – Assistant Principal of HS South expressed she was happy to be part of the Board as well.
- Ms. Berson –Welcomed the new Board members
- Mr. VanNest –Welcomed the new Board members

At 7:39pm, Mr. Nelsen motioned to adjourn, seconded by Ms. Berson and carried unanimously.

Respectfully Submitted,

Tara Berson
Pro-Temp Secretary
October 19, 2016