

CAPE MAY COUNTY LIBRARY

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DEBORAH POILLON.
Library Director

E. MARIE HAYES
Freeholder

Minutes of the Regular Meeting of the Cape May County Library Commission held on Thursday, May 16, 2018 at 1:30pm, in the Board Room of the Cape May County Library in Cape May Court House, NJ.

Present: Mr. Hutchinson, Chair
Mrs. Henderson, Vice Chair
Mrs. Ponichtera, Secretary
Deborah Poillon, Library Director

1. Mr. Hutchinson called the meeting to order and announced it was being held in accordance with the Open Public Meetings Act.
2. The minutes of the meeting of April 18, 2018 were presented for review and approval. Mrs. Ponichtera made a motion to approve the minutes, which Mr. Hutchinson seconded. The motion passed unanimously.
3. Poillon presented the bills for the month of May for review and approval for payment. The lists of bills were discussed. Poillon noted the \$2464 payment to EnvisionWare was for a fax/scanner for Lower and that there were a couple of payments for Summer Reading performers. Mr. Hutchinson made a motion to approve the bills for payment, which Mrs. Henderson seconded. The motion passed unanimously.
4. Under old business:
 - a. Poillon reported that the Franklin Street School feasibility study RFP bids were due May 16th and that she and representatives from the County and Cape May City would review them. Poillon noted that the Shared Service Agreement between Cape May City and the CMCLC had been passed at the last Cape May City Council meeting, 3-2. The Agreement can be approved by the Commission at the next meeting, as can the Feasibility Study bid award. Poillon reported that she and Andrea Orsini had attended the Franklin Street School site visit, so that Andrea could become familiar with the school.
 - b. Poillon reported that the new "no fines for children and teens" policy had started off well.
 - c. Poillon reported that the new webpage had been revised and that patrons now appeared to be mostly satisfied with it. New software for the Events calendar, Communico, has been chosen. Communico was recommended by the Somerset County Library System.
 - d. Poillon reported that the landscaper for the 2nd part of the Pocket Park renovation was the original Pocket Park designer.
 - e. Poillon reported that the Lower transition has been going well. After the nonfiction is weeded, we will be moving some furniture to open up the computer area and possibly expand the Children's section, plus adding some more seating.
5. Under new business:
 - a. Jeff Trout from the TLC and Kara Brehm, from Outreach, will be presenting an overview of the library's resources to the Freeholder Board 6/26.
 - b. Resolution May 2018 #1, Approving Appointments & Salaries, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
 - c. Resolution May 2018 #2, Separation of Staff, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
 - d. Resolution May 2018 #3, Change in Compensation Methods, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
6. The miscellaneous income for April was \$18,892.98.
7. It was noted that the statistics for the month of April were listed on the agenda.
8. There being no further business, the Commission adjourned.