MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, JANUARY 8, 2015

Attendees: Carol Chillock, President
Chris Rasmussen, Secretary
Andrew Rodgers
Tom Brennan
Lou Picoriao
Brenda Roach, Librarian

Meeting was opened by at 7:03 PM. A quorum was present.

The October minutes were presented. Tom Brennan objected to the wording in the motion to approve the Librarian's discretionary spending in relation to the other spending measures. The motion made by Tom and seconded by Lou should read "The Librarian may, with her own discretion, spend $100 EACH MONTH for required Library supplies. Approval of the minutes, with the correction, was made by Tom and seconded by Lou. Motion passed.

Brenda gave the Librarians report(see attached).

The Christmas parade and tree lighting held in December was a success.
Three computers were delivered and will be installed next week. The IT technician said that the remaining 8 computers can be up-graded but would cost as much as new purchases and recommended the purchase, Also, he said that the server needs to be replaced this year.

A local Girl Scout troop requested permission the form a "Bird House" lending library on Library property. The little library would be staffed by the girls and the books could be taken out free of charge and returns would be on the honor system. Brenda stated that this would not interfere with usual Library operations.

Lou made a motion to adopt the revised Policy Manual. Motion seconded by Andrew and passed.

Election of Officers
President – Carol Chillock Nominated by Chris seconded by Lou
Vice President – Andrew Rodgers Nominated by Chris seconded by Lou
Secretary – Chris Rasmussen nominated by Lou seconded by Tom

Meeting adjourned at 8:00PM by Lou and seconded by Andrew.

Submitted by
Chris Rasmussen, Secretary

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, FEBRUARY 7, 2015

Attendees: Andrew Rodgers, Vice President
Chris Rasmussen, Secretary
Tom Brennan
Donna Ryan
Brenda Roach, Librarian
Mayor Richard Roach

Meeting was opened by at 7:09 PMA chaired by Andrew Rodgers. A quorum was present.

The January minutes were presented. Approval of the minutes was made by Tom Andrew and seconded by Tom. Motion passed.

Old Business – Chris reported that the new cabinet has been purchased at a price of $114. Brenda is in process of transferring the record from the old cabinet.

Donna Ryan, a new member of the Board, was sworn in by Mayor Roach.

Brenda gave the Librarians report (see attached). There was a discussion on the necessary purchases of computer equipment for 2015. Brenda reported that the IT technician said that a new server was badly needed. Also, the library would like to replace three more computers. There will be further discussion with the Technician as to the capability, price and timing of any future purchases.

Meeting adjourned at 7:23 PM by motion made Andrew and seconded by Tom.

Submitted by
Chris Rasmussen, Secretary

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, APRIL 2, 2015

Attendees: Carol Chillock, President
Andrew Rodgers, Vice President
Chris Rasmussen, Secretary
Tom Brennan
Lou Picaraio
Donna Ryan
Brenda Roach, Librarian

Meeting was opened by at 7:15 PM chaired by Carol Chillock. A quorum was present.
There was no March meeting due to inclement weather. The February minutes were presented. Motion to approve was made by Lou, seconded by Andrew. Minutes approved.

Brenda gave the Librarians report for both February and March (see attached). As noted there will be field trips by the Lindenwold High School's Bilingual Future Educators Club. Such activities as these and others will enhance the Library's importance in the community and add to its prestige.

/Brenda reported that Lindenwold Council approved the hiring of two part time employees. There was a discussion on interview procedures but the Board did not make recommendations leaving the discisions to the Librarian.

There was no change in the effort to enhance our computer capacity and effectiveness.

The summer programs for children will be increased.

The was a short discussion on Library security.

Meeting adjourned at 7:46 PM.

Submitted by
Chris Rasmussen, Secretary

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, MAY 7, 2015

Attendees: Carol Chillock, President
Chris Rasmussen, Secretary
Donna Ryan
Brenda Roach, Librarian

Meeting was opened by at 7:15 PM chaired by Carol Chillock. A quorum was not present. The approval of the April minutes were tabled until June.

No business was transacted.

Brenda Roach presented the Librarians report(see attached)

Note that two parttime clerks were hired with training to begin shortly

Meeting adjourned at 7:30 PM.

Submitted by
Chris Rasmussen, Secretary

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, JUNE 4, 2015

Attendees: Carol Chillock, President
Chris Rasmussen, Secretary
Donna Ryan
Lou Picaraio
Brenda Roach, Librarian

Meeting was opened by at 7:10 PM chaired by Carol Chillock. A quorum was present. Motion to approve the April minutes was made by Lou and seconded by Donna. Motion approved.

Brenda Roach presented the Librarians report(see attached). The two new part time clerks have been hired and trained. Schedules of the Staff need to be adjusted.

The theme for the Summer Reading Program is “Heroes”. Brenda has researched the program and has prizes. She will also run a Crafts program for the Summer from June 30 to August 14. She is also waiting for the School summer lists so that she can supply the materials.
The local Police Department will begin a program to distribute books to needy family. The Library has been asked to help were we can and this participation has been approved.

Brenda Roach has informed the Advisory Board that the Library computer system has been hacked and much material has been lost. Beyond that, the IT advisor has stated that the Library server is obsolete and needs to be replaced. Funds for the server will come from the Library budget in the amount of $3,150. Since the total cost is $$3,920 the Board was asked to approve the additional amount of $800. The motion to approve this amount was made by Lou and seconded by Chris. Carol made a roll call of members. All voted were affirmative. Motion passed. There is still a balance of $863 needed to be spent this year.

The last item was that flowers have been planted to inhance to building. The cost of the flowers was borne by the Friends Of The Library.

Meeting adjourned at 7:45 PM.

Submitted by
Chris Rasmussen, Secretary

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE LINDENWOLD, NEW JERSEY, NOVEMBER 5, 2015

Attendees: Carol Chillock, President
Chris Rasmussen, Secretary
Tom Brennan
Donna Ryan
Lou Picoraio
Brenda Roach, Librarian

Meeting was opened by at 7:10 PM chaired by Carol Chillock. A quorum was present. The September minutes were approved by voice vote.

Brenda Roach presented the Librarians reports for both September and October (see attached) Brenda stated that $963.14 needed to be spent by December 31. See below for spending plan. The 2015 State aid was received in the amount of $1,822.

Brenda announced that the Christmas parade will be held on December 4. There followed a discussion on last years operations and a need to improve our performance at the Library.

Since the Library is short one parttime clerk, an ad has been placed and there were 7 applicants. Brenda will be interviewing them shortly.

The new server has been received and will be installed on November 6.

Priorities for 2015 spending included 2 replacement computer towers at a cost of $480 each. There is also a need for a FAX machine at a cost of $120. Tom said that if all these items were needed then we should provide them. A motion to buy all three items was made by Carol and seconded by Lou. A roll call was made and all were in favor. Motion carried

There followed a discussion led by Tom to create a resolution to hold meetings on a quarterly basis. He did not see a need for more frequent meetings. Brenda will research to determine if this is feasible. Chris added that such a resolution should include language ending meetings promptly at 8:00 PM.

Meeting adjourned at 800 PM.

Submitted by
Chris Rasmussen, Secretary