

**MOUNT ARLINGTON PUBLIC LIBRARY
MEETING MINUTES
September 4, 2012**

Call to Order

Meeting was called to order at 7:15 pm by Trustee President Maureen Cerasoli.

Members Present

Trustees Present: President Maureen Cerasoli , Treasurer John Driscoll, Secretary Fran Hallowich, Sheila Studint, Ana Van Den Hende, Anna Travers, and Library Director Tina Mayer. Absent: Mayor Arthur Ondish, Councilman Robert Sorge (Mayor's Alternate), Jane Jameson (Superintendent of Schools), Kristy Whittle (School Librarian and School Superintendent's Alternate), and Jackie Coy.

Approval of the Minutes

Motion to approve the minutes from the July 10, 2012 meeting:

Motion to approve: Sheila Studint

Second: Ana Van Den Hende

Note: August 14, 2012 meeting was cancelled. Minutes for July 2012 put on for approval at this September meeting.

Statistics of the Library

This meeting was held earlier in the month. Stats were not available for August 2012 at this time. Will report August 2012 stats at October 2012 meeting.

Treasurer's Report and Action on Bills

Tina Mayer reported the current general account balance is \$119,062.57.

The capital account balance is \$50,000. The Bill List was not available for August 2012 at this meeting. \$17,584.01 spent in total from June 2012 balance through to August 29, 2012 balance. Should receive State Aid in October.

No Motion to approve Bill List.

Resolutions

2012-08 – Authorizing Revised Signatures on Library Checks

Motion to approve: President Maureen Cerasoli

Second: Sheila Studint

Resolution attached to approved minutes.

Director's Report/Old Business/New Business

1. Introduction of Mary Cornish as our new Children's Librarian. Mary attended the beginning of the meeting to meet the Trustees. Mary has prepared registration forms for the first story time to be conducted on Saturday, 9/29/12. Registration is required. Forms available at the library and online at the library's website, www.gti.net/mountarlinton. The goal is to increase story time to once a week. Open to children 3-1/2 and up. Advertised the registration on the Borough's electronic signs.
2. Hired a landscaper and a tree service to come in and trim trees and shrubs on the library property. Also, landscaper will spray for poison ivy in the garden. Landscaper will also work to improve the look of the Library sign with landscaping.
3. Discussion of drafting a dress code policy for all staff. Further discussion will follow.
4. Discussion of the need for job descriptions. Some descriptions for positions have been drafted already. Positions need to be defined and will be presented for more discussion at upcoming meetings.
5. Discussed some programs that may be interesting to host at the library. The Moonlight Duo and Narrow Escape are musical groups. Will pursue more information.
6. Discussed M.A.I.N.'s program entitled, Passport to Imagination-Around M.A.I.N. in thirty days. Program to celebrate the American Library Association's designation of September as National Library Card Sign-Up month.
7. Discussed the need to feature e-books at the Library. Tina Mayer will continue to research this technology and report back to Trustees. Treasurer John Driscoll offered to lend a hand in this research.

Committee Reports

None.

Public Presentation to or Discussion with the Board

None.

Adjourn

Motion to Adjourn at 8:15 pm: Anna Travers
Second: Treasurer John Driscoll

Respectfully Submitted by Fran Hallowich, Secretary.

Minutes Approved at the _____ meeting of the Library Board of Trustees.