

CAPE MAY COUNTY LIBRARY

30 W. Mechanic Street
Cape May Court House, NJ 08210-3051
Telephone (609) 463-6350

DEBORAH POILLON.
Library Director

E. MARIE HAYES
Freeholder

Minutes of the Regular Meeting of the Cape May County Library Commission held on Wednesday, January 11, 2017 at 1:30pm, in the Board Room of the Cape May County Library in Cape May Court House, NJ.

Present: Mrs. Henderson, Vice Chair
Mr. Ludgate
Mr. Hutchinson
Mr. Mastrangelo
Deborah Poillon, Library Director

1. Mrs. Henderson called the meeting to order and announced it was being held in accordance with the Open Public Meetings Act.
2. Ms. Poillon announced a Closed Session to discuss personnel business.
3. The minutes of the meeting of December 21, 2016 were presented for review and approval. Mrs. Henderson made a motion to approve the minutes, which Mr. Hutchinson seconded. The motion passed unanimously.
4. Poillon presented the bills for the month of December for review and approval for payment. The lists of bills were discussed. Poillon noted that the \$48,972 payment to Innovative Interfaces (Polaris) was the annual fee for the library's software and the \$27,236 payment to Newsbank was the annual subscription. Mr. Hutchinson made a motion to approve the bills for payment, which Mr. Mastrangelo seconded. The motion passed unanimously.
5. Under old business:
 - a. Poillon reported that the SH Library was open and very busy, for SH in the winter.
 - b. Poillon reported that the aluminum mullions on the windows at SH were falling off and could be hazardous. She is meeting with the window contractor, the General contractor and County F&S on 1/13 to decide how to handle the problem.
 - c. Poillon wrote a letter to Avalon residents that the SH staff can use to explain the \$90.00 Nonresident card fee, now that Avalon has stopping paying the fee for their residents. Thirty-one Avalon residents signed up for cards after the new SH Library opened and before the end of the year.
6. Under new business:
 - a. Poillon reported that the Freeholder Hayes had approved a tax increase for 2017 and that she and the County Treasurer would present the increase to the Freeholder Board at the Budget meeting
 - b. Poillon presented the Preliminary Budget. Retirement sick pay was increased, as there are 6 staff members who may retire this year who may receive the full \$15,000 payout. Other increases include: the material budget was increased slightly, a possible replacement vehicle, the 2017 Bond repayment of \$821,560, \$160,000 to close out any SH projects & to replace the fire suppression system and ceiling on the 2nd floor at County House and an estimate for SH utilities.
 - c. The Commission reorganized. Mr. Hutchinson was elected Chair, Mrs. Henderson Vice Chair and Mrs. Ponichtera Secretary. All were unanimous.
7. There was no miscellaneous income for December, as it is the end of the fiscal year.
8. It was noted that the statistics for the month of December and 2016 were listed on the agenda. Circulation was down 7% in December and even for the year. In 2016, computer use, eBooks, eAudios and Program attendance were up, in house people attendance and eMagazines were down.
9. There being no further business, the Commission adjourned.