

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 Wednesday, November 14, 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 October 17, 2018 were presented for review and approval. Mrs. Henderson made a motion to approve the minutes, which Mrs. Ponichtera seconded. The motion passed unanimously.
3. Poillon presented the bills for the month of November for review and approval for payment. The lists of bills were discussed. Poillon noted that there was a \$132,180 payment to the County for the 4th quarter Shared Services agreement and a \$3500 payment to MCA for the continuing Cape May City project. Mrs. Henderson made a motion to approve the bills for payment, which Mrs. Ponichtera seconded. The motion passed unanimously.
4. Under old business:
 - a. Poillon reported that the Pocket Park Opening has been postponed until the spring.
 - b. Poillon reported she had met with the Franklin Street School Feasibility Study team on 11/7. MCA is still working on the feasibility study and should have it done by the end of the year. MCA has enlarged the mezzanine and added an enclosed addition.
 - c. Poillon reported that Lower is continuing with their internal renovations. They have moved/removed some shelving and bought new, larger computer desks that allow for patron privacy and work areas.
5. Under new business:
 - a. Poillon reported that Sprint was interested in leasing roof space at WC for antennas and that Sprint would be doing a site visit.
 - b. Poillon reported that she had provided documentation which allows the Library to be a beneficiary in a will.
 - c. Poillon reported that the Library was participating in many municipal holiday celebrations this year.
 - d. Resolution November 2018 #1, Separation of Staff, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Hutchinson seconded. The resolution passed unanimously.
 - e. Resolution November 2018 #2, LOAs, was introduced. Mrs. Ponichtera made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
 - f. Resolution November 2018 #3, Conversion of Appointment Types, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Hutchinson seconded. The resolution passed unanimously.
 - g. Resolution November 2018 #4, the 2019 CMCLC Schedule, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Hutchinson seconded. The resolution passed unanimously.
6. The miscellaneous income for November was \$52,594.90, which included \$43,875 in Overdrive Cooperative payments.
7. It was noted that the statistics for the month of November were listed on the agenda.
8. There being no further business, the Commission adjourned.