

# 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, February 20, 2019 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  
Mr. Ludgate  
Mr. Mastrangelo  
Deborah Poillon, Library Director  
Andrea Orsini, Assistant 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 January 22, 2019 were presented for review and approval. Mr. Hutchinson made a motion to approve the minutes, which Mrs. Henderson seconded. The motion passed unanimously.
3. Poillon presented the bills for the month of February for review and approval for payment. The lists of bills were discussed. Poillon noted that there was an \$86,115.60 payment to Advanced Computer Solutions for the new cabling in the basement of the Court House Library, the \$12,034.00 payment to EBSCO was for a database, and the \$55,903.00 payment to Metropolitan Carpets were for the new tiles due to the Court House basement flooding. The payment to Metropolitan was the remaining two thirds of the total balance due. Mr. Mastrangelo made a motion to approve the bills for payment, which Mr. Hutchinson seconded. The motion passed unanimously.
4. Under old business:
  - a. Poillon reported that the latest FSS feasibility meeting between County Administration, Cape May City leaders, and Library Administration called for a joint project between the three entities. County Administration and Cape May City are in favor of rehabbing the historic Franklin Street School and converting it to the next Cape May City Library. Each entity would put in \$2,000,000, utilize an existing \$600,000 grant to CCA, and apply for other grants with the expectation of matching funds from the upcoming NJ State Library Construction Bond Fund. The CMCLC discussed the proposed venture at length and a decision was made to wait until the project is presented and approved by Cape May City Council before they vote to accept the proposal.
  - b. Poillon reported that the Court House basement renovation is proceeding. The new tile floor is finished, the cabling is almost complete, the offices are getting organized, and much of the basement will be painted in the near future.
  - c. Poillon reported that there is a crack in the CH foundation that is causing leakage and has to be repaired. Poillon reported that the cause of the basement flooding is still under evaluation and they are testing the fire suppression system to see if that is the cause.
  - d. Poillon reported that South Jersey Glass has been contracted to remove the falling muntins in the Stone Harbor Library. The estimate for the removal was \$16,500.
5. Under new business:
  - a. Poillon reported that the official Pocket Park Opening will be held on May 28, 2019 at 1pm.
  - b. Poillon reported that library is in the process of completing the 2018 NJ State Annual Survey.
  - c. Poillon reported that the 2019 Verizon contract is very favorable. The contract allows for much faster speeds at every branch while costing less than last year's contract.
  - d. Poillon reported that the library was awarded a \$10,000 Literacy Access Fund Grant to be used for literacy based technology at the Wildwood Crest and Woodbine Library and for traveling STEAM programs.

- e. Poillon reported that the Children's Department facilitated a Winter Reading Wars program across all county branches with a total of 52,450 minutes read.
  - f. Resolution February 2019 #1, New Hires, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Mastrangelo seconded. The resolution passed unanimously.
  - g. Resolution February 2019 #2, Final Budget 2019, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mr. Ludgate seconded. The resolution passed unanimously.
6. The miscellaneous income for February 2019 was \$33,680.13.
  7. It was noted that the statistics for the month of January 2019 were listed on the agenda.
  8. There being no further business, the Commission adjourned.