

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, December 19, 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 November 14, 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 December for review and approval for payment. The lists of bills were discussed. Poillon noted that there was a \$523,164 payment to the County for the annual Fringe Benefits, the \$34,640 payment to Ebsco was the annual magazine subscriptions and that the \$16,561 payment to Verizon was for 2 months. 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 Grant reimbursement check had been received.
 - b. Poillon reported that the next Franklin Street School Feasibility Study team meeting will be on 1/15 and the study should be completed then.
5. Under new business:
 - a. Poillon reported that the 2019 Tax Rate had remained at \$.00033.
 - b. Poillon reported that the Union Contract was to be voted on 12/21.
 - c. Poillon reported that she would present the 2019 Preliminary Budget in January, as she was waiting for the Union Contract to be determined.
 - d. Ms. Ponichtera was reappointed to the CMCLC.
 - e. The interview for the new Library Director is scheduled for the January meeting.
 - f. Poillon reported that she and Assistant Director Andrea Orsini had interviewed two candidates for the upcoming Assistant Director position.
 - g. Resolution December 2018 #1, New Hires, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Hutchinson seconded. The resolution passed unanimously.
 - h. Resolution December 2018 #2, Transfer of Staff, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
 - i. Resolution December 2018 #3, Conversion of Appointment Types, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
 - j. Resolution December 2018 #4, LOA, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
 - k. Resolution December 2018 #5, the 2019 Non Resident Card Fee, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
6. The miscellaneous income for December was \$25116.06, which included \$18,700 in Overdrive Cooperative payments.
7. It was noted that the statistics for the month of December were listed on the agenda.
8. There being no further business, the Commission adjourned.