

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, July 18, 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
Mr. Ludgate
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 June 20, 2018 were presented for review and approval. Mrs. Henderson made a motion to approve the minutes, which Mr. Ludgate seconded. The motion passed unanimously.
3. Poillon presented the bills for the month of July for review and approval for payment. The lists of bills were discussed. Poillon noted that there was a Health Insurance payment, a \$17,000 payment to Communico, the new Event Calendar software, and several payments to Summer Reading performers.. 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 fence was still not installed at the Pocket Park.
 - b. Poillon reported she, Ann Marie McMahon from the County and FH Hayes would be meeting with the Franklin Street School Feasibility Study architect Michel Calafati from MCA on 7/19.
5. Under new business:
 - a. Poillon reported that she has asked Marsh & McClellan for an insurance upgrade appraisal, as it has been several years since the last one.
 - b. Resolution July 2018 #1, Approving Appointments & Salaries, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
 - c. Resolution July 2018 #2, Separation of Staff, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Ludgate seconded. The resolution passed unanimously.
 - d. Resolution July 2018 #3, LOAs, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mrs. Ponichtera seconded. The resolution passed unanimously.
 - e. Resolution July 2018 #4, RFP Acceptance, was introduced. Mr. Hutchinson made a motion to accept the resolution, which Mr. Ludgate seconded. The resolution passed unanimously.
6. The miscellaneous income for June was \$12,970.73, which included eRate funds.
7. It was noted that the statistics for the month of June were listed on the agenda.
8. There being no further business, the Commission adjourned.