

**CAMDENCOUNTY LIBRARY COMMISSION
MEETING MINUTES**

DATE: November 12, 2013

LOCATION: Vogelson Branch

PRESENT: Pat Abusi, Nancy Costantino, Joyce Ellis, Gail Watkins, Robert Weil, Linda Devlin, County Counsel: Catherine Binowski. Staff: Lisa Bicking, Lauren Callahan, Linda Dilks, Laura Porter, Barbara DelPidio.

The regular meeting of the Camden County Library Commission was held in compliance with Open Public Meeting Act N.J.S.A. 10:4-6 to 10:4-12.

President Abusi presented Lisa Bicking with a proclamation in recognition of her nineteen years of service to the Camden County Library System.

CLOSED SESSION: Commissioner Ellis presented a motion to go into closed session and it was seconded by Commissioner Costantino. Resolution #99-13 approved closing the meeting to discuss personnel issues in accordance with C10:4-13 of the Open Public Meetings Act.

Commissioner Weil presented a motion to open the meeting to the public and the motion was seconded by Commissioner Costantino. The motion passed unanimously.

The commission meeting was open to the public.

PUBLIC PORTION: Commissioner Costantino presented a motion to go to the public portion of the meeting and the motion was seconded by Commissioner Weil.

Council 10 Union President Karl Walko and union representatives Linda Dilks and Laura Porter addressed the Commission with regard to negotiations. They asked the Commissioners to be their advocates to the Freeholders with regard to negotiating a contract. They expressed that they feel they are very close to an agreement and told the Commissioners that a key issue that is still not resolved is that of shift differential.

MINUTES: Commissioner Ellis presented a motion to accept the minutes for the October regular meeting and the motion was seconded by Commissioner Costantino. The regular minutes for October 2013 were approved.

Commissioner Costantino presented a motion to accept the minutes for the October special meeting and the motion was seconded by Commissioner Weil.

FINANCIAL STATEMENTS: Commissioner Costantino presented a motion to accept the financial statements for October 2013 and it was seconded by Commissioner Weil. It was unanimous in favor of approving Resolution #100-13, the financial statements for October 2013.

BILLS AND VOUCHERS: Commissioner Watkins presented a motion to accept the bills and vouchers for October 2013, the motion was seconded by Commissioner Ellis and Resolution #101-13, approving the bills and vouchers for October 2013 was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Costantino presented a motion to accept the appointments and resignations for October 2013, the motion was seconded by Commissioner

Watkins and Resolution #102-13, approving the appointments and resignations for October 2013 was unanimously approved.

DIRECTORS REPORT:

Ms. Devlin updated the Commissioners on the National First Book program, where free books were given to children at the Nilsa I. Cruz-Perez Downtown Branch and the Riletta L. Cream Ferry Ave. Branch. Over 1,000 books were given out at programs at the two Camden Branches. Freeholder Ian Leonard attended the Halloween party and book give away on October 29th at the Nilsa I. Cruz-Perez Downtown Branch; there was a county photographer and ABC news press coverage.

Ms. Devlin announced that during the month of November the library will be collecting food at all the branches for the Food Bank of South Jersey. The food drive is in conjunction with the Hunger Games Program.

Ms. Devlin gave the Commissioners several updates:

The Fall Book Sale earned over \$15,000, for a record of \$35,000 from both sales in 2013.

The bathrooms at the Riletta L. Cream Ferry Ave. Branch are still closed. The monitors have yet to be installed at the branch.

The statistics at the library are up: circulation, programs, web page visits, computer usage and questions answered as well as the number of cardholders has increased.

Commissioner Weil presented a motion to accept the Director's Report and the motion was seconded by Commissioner Watkins. The motion passed unanimously.

NEW BUSINESS:

2014 Budget: This resolution authorizes the 2014 Budget. Commissioner Ellis presented a motion to accept the 2014 Budget, the motion was seconded by Commissioner Costantino and Resolution #103-13, approving the 2014 Budget was unanimously approved.

Holidays and Closings: This resolution authorizes the Holidays and Closings schedule for 2014, which includes closing at 5:00pm on Wednesday, November 26th. Commissioner Ellis presented a motion to accept the Holidays and Closings, the motion was seconded by Commissioner Costantino and Resolution #104-13, approving the Holidays and Closings schedule for 2014 was unanimously approved.

Library Commission Meeting Schedule: The Library Commission Meeting Schedule includes a change in time to 5:30 for the January re-organization meeting and the Budget Meeting was added for October 28 at 5:30. The meeting for November will be the third Tuesday due to the holiday. Commissioner Costantino presented a motion to accept the Library Commission Meeting Schedule and was seconded by Commissioner Ellis and was unanimously approved.

2013 Budget Appropriation Transfers: This resolution authorizes the transfer between 015-2521-604-4019, 9080, 9105 to 015-2512-604-7010, 7060, 015-2513-604-7060, 015-2514-604-7050, 015-2516-604-7010, 015-2526-604-9105, 015-2528-604-3020, 3070 in the amount of \$72,384.00

2013 Budget Appropriation Transfers-Literacy: This resolution authorizes the transfer between 015-2507-604-9020, 9030, 9070 to 015-2507-604-1001, in the amount of \$600.00

Commissioner Weil presented a motion to approve the 2013 Budget Appropriation Transfers and the 2013 Budget Appropriation Transfers-Literacy. Commissioner Watkins seconded the motion and Resolution #105 and Resolution #106 were unanimously approved.

Grant Appropriation Transfers: This resolution authorizes the 2011 Langan/Nadell-Rutgers grant transfer between 030-8176-651-2025, 4010, 2017, 6050 to 030-8176-651-6020, 6052, in the amount of \$41,582.00. Commissioner Costantino presented a motion to accept the Grant Appropriation Transfers. Commissioner Watkins seconded the motion and Resolution #107 was unanimously approved.

Non-fair and Open Contract with EBSCO: This resolution authorizes the award of a non-fair and open contract for various library materials from Ebsco Subscription Services in an amount not to exceed \$40,000.00.

Non-fair and Open Contract with Comprise Technologies, Inc: This resolution authorizes the award of a non-fair and open contract for Smart Access Center Stations & Service from Comprise Technologies, Inc in an amount not to exceed \$10,495.00.

Non-fair and Open Contract with AWE: This resolution authorizes the award of a non-fair and open contract for Early Literacy Stations English/Bilingual from AWE in an amount not to exceed \$18,598.00.

Commissioner Ellis presented a motion to approve the Non-fair and Open Contract with EBSCO , the Non-fair and Open Contract with Comprise Technologies, Inc, and the Non-fair and Open Contract with AWE. Commissioner Watkins seconded the motion and Resolution 108-13, Resolution 109-13 and Resolution 110-13 were unanimously approved.

Update, Policy 5.13 Employee Counseling Service: This resolution authorizes the update of Policy 5.13 Employee Counseling Service. The policy has been updated to now have no specific provider listed.

Update, Policy 6.8 Family, Medical, Service member and SAFE Act Leave: This resolution authorizes the update of Policy 6.8 Family, Medical, Service member and SAFE Act Leave. The policy has been updated to reflect the legislation titled New Jersey Security and Financial Empowerment ACT ("NJ SAFE ACT") which was signed into effect October 1, 2013.

Commissioner Ellis presented a motion to approve the Update to Policy 5.13 Employee Counseling Service and the Update to Policy 6.8 Family, Medical, Service member and SAFE Act Leave. Commissioner Watkins seconded the motion and Resolution 111-13, Resolution 112-13 and Resolution 110-13 were unanimously approved.

Administrative Clerk Appointment: This resolution authorizes the appointment of Barbara DeIPidio to Administrative Clerk effective November 25, 2013. Ms. DeIPidio's wage will be \$23.0769 hr (\$42,000.00 annually). Commissioner Weil presented a motion to approve the Administrative Clerk Appointment. Commissioner Ellis seconded the motion and Resolution 113-13 was unanimously approved.

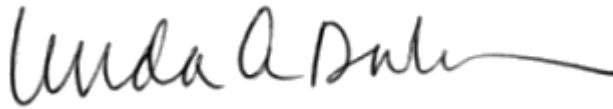
Rescind Non-fair and Open Contract with Comprise Technologies, Inc: Commissioner Ellis presented a motion to Rescind the Non-fair and Open Contract with Comprise Technologies, Inc: in the amount not to exceed \$10,495.00. Commissioner Costantino seconded the motion and Resolution 109-13 was unanimously Rescinded.

Non-fair and Open Contract with Comprise Technologies, Inc: This resolution authorizes the award of a non-fair and open contract for Smart Access Center Stations & Service from Comprise Technologies, Inc in an amount not to exceed \$8,365.00. Commissioner Weil presented a motion to approve the Non-fair and Open Contract with Comprise Technologies, Inc: in the amount not to exceed \$8,365.00. Commissioner Ellis seconded the motion and Resolution 109-13 was unanimously approved.

ADJOURNMENT: Commissioner Watkins presented a motion to adjourn the meeting. The motion was seconded by Commissioner Costantino and it was unanimous to adjourn the meeting.

Respectfully submitted,

Linda A. Devlin
November 12, 2013



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Certified by _____ Date: _____
Linda A. Devlin, Director