

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE
LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE
LINDENWOLD, NEW JERSEY, FEBRUARY 6, 2020

Attendees Andrew Rodgers, Presiding
Chris Rasmussen, Secretary
Brenda Roach, Library Supervisor

Meeting was opened by at 7:10 PM by President Andrew. A quorum was present. Due to the lack of all members, any business requiring expenditure would be tabled.

We agreed that elements of the reorganization would be handled as required. Therefore, it was agreed that Andrew Rodgers would continue as President and Chris Rasmussen would still be Secretary.

We agreed that Board meetings would be scheduled as follows:

February 6, March 5, May 7, September 3, and November. If more meetings are needed, the Board will move to include at a later date.

Library Operations Report – See attached

In the Supervisor's oral report, Brenda reported that all new computers have been received and three have been installed. These have double screens enabling more accessibility and ease of processing.

SAS money from the County System was received in the amount of \$6,155 and State Aid has been received in the amount of \$2,122, a slight increase over 2018.

Meeting adjourned at 7:48 PM

Submitted by
Chris Rasmussen
Secretary

Lindenwold Library Report January 2020

Books/DVD Circulation: 241

Computer Usage: 272 + *wireless users*

New Members:

Children:	1
Adults:	<u>14</u>
Total:	15

\$287.00 Turnover to Borough* (Computer prints, late fees, fax service, copies, notary public, etc.)

Patrons: 4,942

Library Materials: 16,337

Events

- February. 6th: Valentine Suncatchers & Hot Chocolate Bar
 - February 20th: DIY Wax Art Night Light
 - March 5th: March Madness Sports T-Shirts
 - March 14th: DIY 3-D Rainbow
 - March 19th: Shamrock Slime & Shamrock Shakes
-
- Lindenwold Baseball Registration Until March 19th :
Every Thursday, 6:00 – 8:00pm & Saturdays, 1:00 – 3:00pm

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE
LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE
LINDENWOLD, NEW JERSEY, MARCH 5, 2020

Attendees Andrew Rodgers, Presiding
Chris Rasmussen, Secretary
Barbara Borger
Dawn Dreher
Brenda Roach, Library Supervisor

Meeting was opened by at 7:02 PM by President Andrew. A quorum was present. The Board welcomed our new member, Dawn Dreyer. The February minutes were moved for approval by Chris and seconded by Andrew. The Supervisor then explained the functions of the Board and other pertinent information for the benefit of the new member.

Library Operations Report – See attached

In the Supervisor's oral report, Brenda reported that all new computers have been installed upstairs. The computers that were upstairs will be moved downstairs and the current downstairs computers will be discarded.

The new stove has been delivered and installed. Still to be done will be the wall behind the stove, water proofing and installation of a cabinet.

The Board expressed concern by the delay in replacing the carpets. Members express concern about safety issues on some areas of the old carpet.

Brenda announced that due to changes at the County Library, donations to that facility will be limited and that book sales will be discontinued after 2020. This is in effect for the other branches as well. Brenda said the Lindenwold Library will receive some of the donated books.

Meeting adjourned at 7:45 PM

Submitted by
Chris Rasmussen
Secretary

Lindenwold Library Report February 2020

Books/DVD Circulation: 335

Computer Usage: 226 + *wireless users*

New Members:

Children: 4
Adults: 21
Total: 25

\$381.00 Turnover to Borough* (Computer prints, late fees, fax service, copies, notary public, etc.)

Patrons: 5.074

Library Materials: 16,393

Events

- March 5th: March Madness Sports T-Shirts
- March 14th: DIY 3-D Rainbow
- March 19th: Shamrock Slime & Shamrock Shakes
- April 2nd: Easter Egg Paint Party, Scavenger Hunt & Photos with the Bunny
- April 16th : Balloon Canvas Party

- Book Sale: March 26 – March 28

- Lindenwold Baseball Registration Until March 19th :
Every Thursday, 6:00 – 8:00pm & Saturdays, 1:00 – 3:00pm

- 2020 Census will begin March 12, 2020. The Library will have a dedicated computer for residents to complete & fill out their Census, during Library Hours.

Analysis of Library State Aid:

State Aid Budget as 2/29/2020	\$ 3,975.87
2019 YTD Expenditures/Encumbrances	\$ 2,000.00
2018 Aid:	\$1,853.87 *****
2019 Aid:	\$2,122.00
	\$3,975.87 total

MINUTES OF THE REGULAR MEETING OF THE ADVISORY BOARD OF THE
LINDENWOLD LIBRARY HELD AT 310 EAST LINDEN AVENUE
LINDENWOLD, NEW JERSEY, NOVEMBER 5, 2020

Attendees Andrew Rodgers, Presiding
 Chris Rasmussen, Secretary
 Barbara Borger
 Dawn Dreher
 Brenda Roach, Library Supervisor
 Phyllis Burlap, Guest

The meeting, which was conducted by conference call, was opened at 7:01 PM by President Andrew. A quorum was present. Andrew made a motion to approve the minutes from October. This was seconded by Dawn.

Library Operations Report – See attached

The Supervisor reported that operations are at a halt due the Pandemic. All employees and visitors will need to be screened for temperature, fill out a form which will be turned in to the Boro. There will be curbside service where books can be received. FAX service is available and clients can E-mail messages which the Supervisor will subsequently FAX. As far as a reopening date, none has been decided but maybe sometime in 2021. Also, there will be no Christmas decorations or other activities.

State Aid The Board was pleased to find that State Aid for 2021 was not diminished. The new amount is \$2,154. As noted last month, the Board recognized that \$1,854 of State Aid from 2018 needed to spent this year and asked to Supervisor for requests. The supervisor presented the following list.

HP multifunction Laser Printer with tonner refills	\$1,013.46
Corner Office desk	139.99
Office Cabinet	53.99
Computer Desk (For the Server)	62.99
IPad Tablet	581.00
Tablet case & Keyboard	71.99

The total was \$1,923.42, slightly over the required amount but reasonable.

Motion to approve the expenditures was made by Barbara and seconded by Dawn, The vote was unanimous.

The next meeting will held on January 7, 2021 and will also be by conference call.

Submitted by
Chris Rasmussen
Secretary

Lindenwold Library Report October 2020

- Meeting: November 4, 2020

Books/DVD Circulation: NA

Computer Usage: NA

New Members:

Children:

Adults: 2

Total: 2

Patrons: 3,488

Library Materials: 16,366

- Employees & Visitors COVID-19 Screening Tool
 - Curbside Service Update
 - Reopening Update
 - State Aid:
 - 2020 State Aid received: \$2,154.00
 - Amount to be utilized: \$1,853.97
 - HP multifunction Laser Printer with toner refills - \$598.90 (Printer) \$414.56 (Toner) \$1,013.46
 - Corner Office desk – \$139.99
 - Office Cabinet - \$53.99
 - Computer Desk (For the Server) - \$62.99
 - iPad Tablet - \$581.00
 - Tablet case & Keyboard - \$71.99
- (\$1,923.42) Total

Breakdown of State Aid by Year

2018 Aid	\$ 1,853.87 ***
2019 Aid	\$ 2,122.00
2020 Aid	\$ 2,154.00

\$ 6,129.87

***** This balance must be expended by 12/31/2020**