

Margaret E. Heggan Free Public Library of the Township of Washington

April 15, 2026 Meeting Minutes

Time and Place: The meeting of the Board of Trustees of the Margaret E. Heggan Free Public Library was called to order by Board President Lisa Bertolini in the Conference Room of the Margaret E. Heggan Free Public Library, 606 Delsea Drive, Sewell, NJ, on April 15, 2026, at 5:30 p.m.

Sunshine Law Statement: A notice was read that was published and posted according to the NJ Open Public Meetings Act.

Tyler Muha was introduced to the board as the library's new full-time Technology Coordinator.

Quorum: Lisa Bertolini, Victoria Binetti, Jane Crocker, Shaun Giberson, Whitney Huston (via speakerphone), Frank Indriso, Catherine Matos (via speakerphone)

Also Present: Joseph Alacqua, Esq.; Sheila Mikkelson, Library Director; Dina Meddings, Board Secretary; Donald Brown Jr., Council Liaison (from 5:42 p.m.)

Absent: Gina Gurcsik, Salvatore Coppola, Mayor Anthony DellaPia

Minutes: It was moved by Jane Crocker and seconded by Shaun Giberson to approve the minutes of the March 2026 Board meeting. All in favor. Motion carried.

President's Report: Lisa attended the Open Public Meetings Act seminar on March 28. She reminded the board that all members need two hours of training for the year.

Treasurer's Report: Resolution No. 2026-18 was moved by Vicky Binetti and seconded by Shaun Giberson to authorize payment of all obligations on the April 2026 bill list, in the amount of \$186,414.86. All in favor. Passed unanimously.

Director's Report: Sheila reported on the results of interviews conducted for the open library assistant position and provided her hiring recommendation. Resolution No. 2026-19 was moved by Frank Indriso and seconded by Jane Crocker to approve hiring Melanie Fortunato as a part-time Library Assistant in the Children's Department, contingent upon a successful background check. All in favor. Passed unanimously.

Sheila presented a policy amendment pertaining to the hiring policy, authorizing the Personnel Committee to permit the Library Director to fill an open position prior to board approval if time is of the essence. Changes were proposed to the wording of the policy. The changes will be added and the new policy will be presented at the next meeting for approval.

Sheila reported increased statistics and the library's accomplishments for Read Across America Week. She announced plans are in place for Earth Month, the country's 250th anniversary, and the library's 60th anniversary. The library's new website mockup is being finalized.

The township council will be presenting the library with a proclamation in honor of National Library Week at the next meeting on April 22nd at 6:00 p.m. Sheila invited the board to attend.

The ribbon cutting for the Little Free Library at Thomas Jefferson Elementary School is scheduled for May 14th at 2:00 p.m. with a rain date of May 15th at 9:15 a.m. Sheila invited the board to attend.

Sheila read some of the positive comments received from patrons.

Sheila asked the board to let her know which training topics they may be interested in so she can gather information. Lisa commented that Niche Academy provides training.

Adjournment: It was moved by Jane Crocker and seconded by Shaun Giberson to adjourn the meeting at 6:02 p.m. All in favor. Motion carried.