

MEETING OF THE BOARD OF TRUSTEES—January 13, 2014

ANNOUNCEMENT OF COMPLIANCE WITH OPML: Notice of this meeting was included in the Annual Schedule of Meetings that was approved by the Board of Trustees at their monthly meeting Monday, December 16, 2013. The Annual Schedule of Meetings was advertised in the January 9, 2014 Ocean City Sentinel, posted on the Library's website, and posted on bulletin boards inside the library.

CALL TO ORDER: In the absence of an elected President, Assistant Director Leslie Clarke called the meeting to order at 4:30pm. There was a moment of remembrance for Director Christopher Maloney who had passed away on December 30, 2013.

RECORDING OF ATTENDANCE: Jennifer Shirk, Secretary; Jon Batastini, Treasurer; Brian Broadley; Ron Denney; Jay Gillian, Mayor; Dr. Kathleen Taylor, Superintendent of Schools;
Library staff: Leslie Clarke, Assistant Library Director
Elaine Wilson, Vice-President of the Friends and Volunteers

- A. A Resolution Approving an Election of Officers for Calendar Year 2014—A slate of officers was presented as follows: President—Jennifer Shirk; Vice-President—Jon Batastini; Secretary—Ron Denney; Treasurer—Brian Broadley

Mayor Gillian moved and Dr. Taylor seconded the slate of officers. There was unanimous approval.

APPROVAL OF MINUTES: Brian Broadley moved and Mayor Gillian seconded to approve the minutes from the December 16, 2013 meeting. There was unanimous approval.

TREASURER'S REPORT: Treasurer Broadley reviewed current assets and liabilities of the library. He reported that the library is in good financial condition. Ron Denney moved and Jon Batastini seconded to pay the bills. All approved with a roll call vote.

PRESIDENT'S REPORT: President Shirk thanked the nominating committee and Board for the election and also expressed gratitude for all the help former President Larrabee had extended to the Board throughout the past year and especially after the passing of Director Maloney. She then gave a brief overview of the major items that the Board will be focusing on in the first half of the year, including signage/branding, the book mobile, and most importantly, the hiring of a new library director. President Shirk also wanted to make the Board aware of a meeting that took place the day after learning of Director Maloney's passing. The gathering consisted of herself, ex President Larrabee, Fred Marcell, Brian Broadley, and Ron Denney and since 4 members out of a 9 member board were present, they did not consider whether this informal gathering would constitute a meeting under the Open Public Meetings Act. No action was taken and generally only issues related to Director Maloney's passing were discussed.

ASSISTANT DIRECTOR'S REPORT: Leslie Clarke gave an overview of library statistics for 2013. There was an increase in circulation of materials including ebooks, not much change in the number of new patrons, and an increase in the number of library programs and attendance. The increase was greatly influenced by an almost double the number of teen programs and attendance. Ms. Clarke complimented Sara Bruesehoff for her excellent performance as Young Adult Librarian. Clarke reported that she spoke to Cliff Ankerson from Summit Bodyworks, the company which was awarded the contract for the bookmobile. Mr. Ankerson requested a voucher with 1/3 of the total fee (\$50,000). The other third would be due on delivery of the vehicle to Summit from the manufacturer, and the final third would be due when the bookmobile was delivered to the library. The Board agreed to look into the payment schedule for the next meeting.

COMMUNICATIONS/CORRESPONDENCE: Ms Clarke shared two emails of condolence, one from Mary Chute, the State Librarian and one from Victoria Rosch, the Deputy State Librarian.

FRIENDS AND VOLUNTEERS REPORT: Elaine Wilson, Vice-President of the Friends and Volunteers said the organization would like to contribute to a memorial for Chris Maloney, our Library Director who passed away in December.

BUILDING ISSUES: Mike Dattilo, Ocean City's Business Administrator, gave a report of the roofing project. He said there is \$400,000 set aside this year to work on the roof. The contract for the repairs will be finalized in February. There will be a five year warranty.

OLD BUSINESS:

- A. Resolution Adopting a Budget for Calendar Year 2014—Brian Broadley moved and Jon Batastini seconded to approve the budget. A roll call vote was taken as follows: Shirk-yes; Batastini-yes; Broadley-yes; Denney-yes; Mayor Gillian-yes; Dr. Taylor-yes. The motion passed.
- B. A Resolution Adopting a Schedule of Holidays and Early Closing Dates for Calendar Year 2014—this was deferred to the next meeting with more information to be acquired about the Fitness and Aquatic Center's holiday hours.

NEW BUSINESS:

- A. A Resolution Appointing Leslie Clarke as Acting Director—Brian Broadley moved and Dr. Taylor seconded to approve the resolution. There was unanimous approval.
- B. A Resolution Establishing the Intent to Transfer Excess Funds to the City of Ocean City Pending the Approval of the State Librarian—Jennifer Shirk moved and Jon Batastini seconded to approve the resolution. A roll call vote was taken as follows: Shirk-yes; Bastastini-yes; Broadley-yes; Denney-yes; Mayor Gillian-abstained; Dr. Taylor-yes.

PUBLIC COMMENT: N/A

CLOSED SESSION: Library attorney Steve Barse gave an in-depth overview of the mediation of the full-time CWA contract. Because of time, discussion of hiring a new library director was tabled and it was agreed that the Personnel Committee should look into various options for the Board to consider for the next meeting.

ADJOURNMENT: Jon Batastini moved and Mayor Gillian seconded to adjourn the meeting at 7:10PM. All approved.

Respectfully submitted,

Ron Denney
Recording Secretary