

**MEETING OF THE BOARD OF TRUSTEES—January 14, 2008**

**ANNOUNCEMENT OF COMPLIANCE WITH OPML**

**CALL TO ORDER:** Mr. Flood called the meeting to order at 4:05 pm.

**RECORDING OF ATTENDANCE:** (*Roll Call*) John Flood, Ed Price, Dr. Kathy Taylor, Karen Heist, Susan Faverzani., and Mayor Salvatore Perillo

Library Staff: Christopher Maloney, Leslie Clarke

Public: City Clerk, Cindy Griffith; Jim Hess; Nancy Waddell

A. Election of Officers—The following slate of officers was presented:

President—Ed Price; Vice-President—Sue Hafsrud; Recording Secretary—Karen Heist;

Treasurer—John Flood

Sue Faverzani moved and Dr. Taylor seconded electing the slate of officers. There was unanimous approval

B. Officers Oath Ceremony—City Clerk Cindy Griffith administered the oath of office to all Board Members present with their resolutions and their respective terms. Mrs. Heist and Mrs. Hafsrud need to go to the clerk's office at City Hall to be sworn in.

**APPROVAL OF MINUTES:** John Flood moved and Dr. Taylor seconded to approve the minutes from the December 10, 2007 board meeting. There was unanimous approval.

**TREASURER'S REPORT:** Treasurer Flood reviewed current assets and liabilities of the library. Sue Faverzani moved and Dr. Taylor seconded to approve the Treasurer's Report. Sue Faverzani moved and Ed Price seconded to pay the bills on the bill list. There was unanimous approval for both motions.

**PRESIDENT'S REPORT:** The report was waived.

**OLD BUSINESS:** Library Expansion and Renovation Update—Mr. Flood gave an overview of what has been accomplished since the last meeting. In the next 30 days the design work will be underway. Mr. Flood will email everyone regarding the particulars of the agreement within two weeks. (Karen Heist entered at 4:15 pm. Mayor Perillo entered at 4:20 pm.) Mr. Flood showed the newest version of the architect's plans. The project could go out to bid at the beginning of March.

**DIRECTOR'S REPORT:** Director Maloney reviewed the "Pay to Play" law regarding the purchasing of library materials. He recommended that the library use the "Non-fair and Open" option because of its cost effectiveness. The other option would be to go out to bid to choose a vendor. After discussion, the Board recommended that Director Maloney use an RFP (Request for Proposal) for one type of material. The Board also discussed cooperation with the county in ordering materials.

**COMMUNICATIONS/CORRESPONDENCE:**

Director Maloney showed the Board a letter from State Senator Jeff Van Drew and State Assemblyman Nelson Albano regarding the exclusion of libraries from the municipal spending cap.

**NEW BUSINESS:**

A. Resolution L2008-01 Adopting a Temporary Budget for the Fiscal Year 2008 –The temporary budget would consist of 25% of fiscal year 2007 line item expenditures. Sue Faverzani moved and Dr. Taylor seconded that we adopt the temporary budget. All were in favor with a unanimous roll call vote. There was a discussion of whether the fee for a non-resident library card should be increased. Mr. Price requested that we find the cost of non-resident cards at selected libraries in Atlantic, Cape May, and Cumberland Counties.

B. Resolution L 2008-02 Authorizing the Library's Participation in Cape May County Cooperative Pricing Program for the Award of County Competitive Contract No. 85, Provision of Procurement Card Services for the County of Cape May and Cooperative Members. Director Maloney recommended our participation in this. The County has already gone out for bid and awarded the contract to Bank of

America. They have been using the procurement card system successfully for three years. Mr. Flood moved and Mrs. Heist seconded passing the resolution. All were in favor with a unanimous roll call vote.

C. Purchasing Materials Pay to Play Law (C was discussed under the Director's Report)

D. Resolution L2008-03 Accepting the Audit Report for fiscal year 2006—Mr. Flood moved and Mrs. Heist seconded to accept the Audit Report. The motion passed with a unanimous roll call vote.

E. Resolution L2008-04 Authorizing the Establishment of a Petty Cash Fund for Fiscal Year 2008—Sue Faverzani moved and John Flood seconded the motion which passed with a unanimously favorable roll call vote.

**OLD BUSINESS:** Mr. Flood will disseminate all materials regarding the library expansion to Board Members before the next meeting.

**PUBLIC PARTICIPATION:** Mr Hess had some concerns about the roof leaks. Mrs. Waddell discussed the space for Friends and Volunteers to be included in the expansion plans. She also inquired if the Friends would be able to hold a book sale in July. Mr. Flood answered in the affirmative. Mayor Perillo requested renderings of the architect's plans to be displayed where the Art Center and Museum could see them.

**AUTHORIZATION TO ENTER EXECUTIVE SESSION:**

Motion to enter executive session was made at 5:20 pm by Sue Faverzani and seconded by John Flood, all in favor by unanimous roll call vote. Motion to return to regular session was made by Sue Faverzani, seconded by John Flood, all in favor by unanimous roll call vote.

**ADJOURNMENT:** The meeting was adjourned at 6:05 pm with a motion from John Flood and a second from Sue Faverzani, with all in favor. The next meeting will be held on Monday, February 4, 2008 at 4pm.