

MEETING OF THE BOARD OF TRUSTEES—January 11, 2010

ANNOUNCEMENT OF COMPLIANCE WITH OPML

CALL TO ORDER: President Price called the meeting to order at 4:35 pm.

RECORDING OF ATTENDANCE: (*Roll Call*) Ed Price, President; Fred Marcell, Treasurer; Nancy Wattson; Dr. Kathleen Taylor, Superintendent of Schools; Mayor Salvatore Perillo
Library Staff: Christopher Maloney, Leslie Clarke
Former Board Member: John Flood
Joann Cioeta, Human Resources Director, city of Ocean City

APPROVAL OF MINUTES: Nancy Wattson asked that the minutes from the Dec. 14, 2009 meeting be corrected. The minutes will be corrected to reflect the fact that the library's auditor Leon Costello answered questions put to him by the board concerning library finances in a satisfactory manner. Nancy Wattson moved and Mayor Perillo seconded approving the corrected minutes. There was unanimous approval.

PRESENTATION BY JOANN CIOETA: Joann Cioeta, Human Resources Director for the City of Ocean City, showed Board members a DVD on "The Rights and Duties of a Volunteer in Local Government." She also passed out a complaint policy to the members and a draft of the city's Civil Rights Policy. Board Members signed that they had viewed the DVD.

TREASURER'S REPORT: Treasurer Marcell reviewed current assets and liabilities of the library. He explained that the Salaries line item was over expended by \$27,955.37. The reason for this overage will be explained later in the meeting, and a transfer will be voted upon to correct the overage. Mayor Perillo moved and Nancy Wattson seconded paying the bills on the list. A unanimous roll call vote was taken.

PRESIDENT'S REPORT: NA

DIRECTOR'S REPORT: Director Maloney reported that he will have a review of the year 2009 at the February meeting with user statistics. Bid packages were sent to six companies interested in providing an Audio-visual system for the new meeting rooms and computer center. Only one bid response was received by Director Maloney. He and Art Barlow of the city of Ocean City's IT department will examine the equipment list sent by the company to see if it compares favorably with the equipment list prepared by the City's IT Department and the contracted engineer. Maloney will look into the reason why no other bids were received. Further discussion of this will be deferred until the February meeting. Mr. Maloney also reported that the library is going out to bid for an auditor at the end of January, something that is done every three years. He will be using the same specifications for this position that the city uses.

COMMUNICATIONS: NA

BUILDING EXPANSION: Renovations to the second floor are continuing, including the construction of the office walls, removal of the old carpeting, and electrical work. The front of the building is also under construction with pilings being put in. The Arts Center and Museum may be closed when the sail on the top of the building is removed. June is the expected month for the completion of the project. The official Grand Opening could possibly be in September, but a smaller event could be planned as a "mini opening." Mayor Perillo suggested a luncheon for the construction workers paid for by the library in appreciation of their work. He also suggested increased cooperation between the entities of the Community Center Complex. Mr. Flood recommended that the Annex computers continue to be used until September, since there is always increased demand for computers in the summer. There was a suggestion that a committee be formed with Board members from each of the entities to plan the Grand Opening of the newly renovated facility. Mayor Perillo and Jim Rutala will look into this.

FRIENDS AND VOLUNTEERS: Friends and Volunteers President Rose Marie Ricci mentioned that The Friends will again be involved in the “Read across America” celebration taking place in the Ocean City Primary School. They will be reading to the children and donating a book to each student.

OLD BUSINESS:

- A. 2010 Budget Proposal—there was discussion of various line items of the budget, including salaries, employee benefits, and special activities. Some ideas brought forward were to plan a lecture series, use new marketing techniques, and get updated statistics on residents and non-residents using the library. Director Maloney will look into the legality of charging a fee for a special lecture series. Dr. Taylor suggested that Director Maloney give an overview of projected services before future budgets would be presented. Mayor Perillo moved and Nancy Wattson seconded to amend the proposed Technical Equipment line item from \$300,000 to \$20,000. There was a unanimously favorable roll call vote. Nancy Wattson moved and Fred Marcell seconded to approve the 2010 budget as amended. All were in agreement with a roll call vote.
- B. Cash Management Policy—Mr. Price said that if the library were to use the city of Ocean City’s cash management policy, the wording would have to be amended. Nancy Wattson said that the library would not use some of the banks used by the city. President Price recommended that Frank Donato, the City’s Director of Financial Management, send the board an electronic copy of the cash management policy which could be edited to reflect the library’s needs.

NEW BUSINESS:

- A. A Resolution Approving an Election of Officers for Year 2010—the following slate of officers was submitted for approval: President—Ed Price; Vice President—Fred Marcell; Treasurer—Nancy Wattson; Secretary—Karen Heist. Mayor Perillo moved and Fred Marcell seconded to approve the slate. The motion passed with unanimous approval.
- B. Transfer of funds from Interlocal Schools Line Item to Salaries Item—Director Maloney explained that the budget shortage for the Salaries line item was the result of overlooking the part time sick and vacation pay. Mayor Perillo moved and Nancy Wattson seconded the transfer of \$27,955.37 from Interlocal Schools to Salaries and Wages to take care of the overage mentioned in the Treasurer’s Report earlier in the meeting. There was a unanimously favorable roll call vote taken.
- C. “Love Your Library” month. Nancy Wattson mentioned that February is “Love Your Library” month and asked if Mayor Perillo could make a proclamation announcing it to the public.

PUBLIC COMMENT:

Jim Hess was complimentary about the new construction. He suggested placing a sign in the foyer of the new addition stating “No bikes allowed.”

ADJOURNMENT: Mayor Perillo moved and Dr. Taylor seconded to adjourn the meeting at 6:30 pm. All agreed. The next meeting will be held on Monday February 8, 2010 at 4:30 pm.