

## **MEETING OF THE BOARD OF TRUSTEES—February 9, 2009**

### **ANNOUNCEMENT OF COMPLIANCE WITH OPML**

**CALL TO ORDER:** President Price called the meeting to order at 5:05 pm.

**RECORDING OF ATTENDANCE:** (*Roll Call*) Ed Price, President; Karen Heist, Secretary; Nancy Wattson; Dr. Kathleen Taylor, School Superintendent; Jim Rutala, Mayor's representative; John Flood, Vice President and Fred Marcell, Treasurer (via telephone conference call).  
Library Staff: Christopher Maloney, Leslie Clarke

**APPROVAL OF MINUTES:** Nancy Wattson moved and Karen Heist seconded the approval of the minutes from the January 12, 2009 meeting. The motion was passed with a unanimously favorable vote.

**TREASURER'S REPORT:** President Price reviewed current assets and liabilities of the library. He reported that a separate vote is needed to approve a payroll check for \$89,657.32, which was not included in the bill list. Fred Marcell moved and Nancy Wattson seconded approving payment. Karen Heist moved and Dr. Taylor seconded paying the bills on the list. Both motions were passed with unanimously favorable roll call votes.

**PRESIDENT'S REPORT:** President Price congratulated Dr. Taylor, Ocean City School Superintendent, on the recently reported outstanding performance of Ocean City school students. He then informed the Board that the ribbon cutting ceremonies at both schools for the new media projects were very successful. Proclamations for former Board members Susan Hafsrud and Susan Sheppard Faverzani and former President of the Friends and Volunteers Barbara Weber will be discussed at the next Board meeting. He also mentioned that the Headley Room and former Computer Center are closed because of building renovations. All Board members should review the library's long range plan, since we are coming to the end of the original time line. Finally, President Price announced that a Policy Committee of Fred Marcell, Nancy Wattson, and he will look into revising the Board Bylaws with possible guidance from Library Attorney Steve Barse.

**DIRECTOR'S REPORT:** Director Maloney reported that library usage is up 4% from 2007 at the Main Library, and that over three hundred people have visited the Library Annex at 1501 West Ave. for computers and Youth Services programs during January. Mr. Marcell requested usage statistics from libraries comparable to ours. Maloney also reported on a recent Letter to the Editor in the Press of Atlantic City written by Volunteer Nancy Waddell regarding the proposed cut in funding to libraries. Mr. Maloney stressed that the Board should approve and send a resolution opposing these proposed cuts to library funding to our State legislators. Maloney reported that the library will have modified hours while interior renovations are being done. The hours, which have been advertised in the local media, will be 12 noon to 9 pm starting on February 17, 2009. There has been a change in staffing, Director Maloney reported. The Head of the IT Department resigned, and a part-time computer technician has been made full-time. Director Maloney will advertise the vacant position starting next week. Progress has been made in scheduling and staffing summer computer workshops at the Ocean City High School. Maloney has contacted a possible instructor and the workshops have been included on the agenda for the next School Board meeting. The instructor would teach 8 classes and be paid \$30 per hour. An RFP schedule for certain services has been drafted. In 2010 the Library will go out to bid for an auditor, in 2011 for an attorney, and in 2012 for library materials.

**COMMUNICATIONS:** President Price received a letter from the Friends and Volunteers thanking the Board for the Christmas Luncheon and for their sorting and storage room at the Library Annex.

**BUILDING EXPANSION—**It was reported that the contractor has begun pouring concrete. The Board discussed having a special topping off ceremony when the contractors complete the steel structure of the library addition

**FRIENDS AND VOLUNTEERS:** Volunteer Anita DeSantis reported on the “Read Across America” program where 315 students at the Ocean City Primary School and 20 children at the Ocean City Headstart will receive a book, a bookmark, and a letter to parents in a special bag delivered by Volunteers. Several volunteers are needed to read to children, and Board members are invited to sign up to do so.

**OLD BUSINESS:**

- A. Organizational Goals and Objectives—A special workshop session was suggested to discuss these goals and objectives. President Price will email possible dates and times for the workshop, which has to be advertised in accordance with the Open Public Meetings Law. One of the possible items to be discussed would be a policy for the new meeting space in the addition.

**NEW BUSINESS:**

- A. L2009-06—Amending the 2009 Operating Budget with the following changes:
  - 1. Amending the Employee Benefits line item, decreasing it to \$271,462
  - 2. Renaming the Facilities line item to read: Reimbursement for City Services, with the amount being \$423,600
  - 3. Increasing the New Addition/Shared Services line item by \$80,000 to \$2,180,000
  - 4. Adding a line item “Return to Taxpayers” to reflect the increase in the library’s appropriation with the amount to be \$320,367
  - 5. Establish a restricted fund balance for capital in the amount of \$1,802,613 and a unrestricted fund balance for the amount of \$275,000

The wording of Resolution L2009-06 is as follows: The Library Board resolves to amend the “Employee Benefits” line item to \$271,462. The Board is going to remove the “Facilities” line item and instead put in “Reimbursed City Services.” The amount will be \$423,600. And the Board is going to transfer \$80,000 from “Fund Balance” to “New Addition Shared Services.” The Board will have an unrestricted fund balance of \$275,000 and a restricted fund balance of \$1,802,613. Mr. Flood moved and Mr. Marcell seconded approving the resolution. There was a unanimously favorable roll call vote taken. The Board’s auditor will be consulted concerning some of the details of the resolution.

- B. L2009-07—Establishing the Intent to Transfer Excess Funds to the City of Ocean City in Accordance with NJSA 40:54-15A. The Board will return \$320,367 to the city. the State Librarian will be consulted concerning the details of the resolution. Nancy Wattson moved and Karen Heist seconded the resolution, which passed with a unanimously favorable roll call vote.
- C. President Price suggested that it be reflected in the minutes whenever a member arrives or leaves during the meeting so that it can be seen if a member was or was not present during a particular discussion. It is duly recorded that John Flood left the meeting at 6:25 pm (via conference call) after the two resolutions were passed.

- D. Dr. Taylor thanked the Board for the contribution made to the new computer/technology labs.

**PUBLIC COMMENT:** A member of the public expressed her thanks for the bike rack at the Library annex.

**ADJOURNMENT:** Karen Heist moved and Dr. Taylor seconded to adjourn the meeting at 6:45 pm. All agreed.