

**MEETING OF THE BOARD OF TRUSTEES—February 8, 2010**

**ANNOUNCEMENT OF COMPLIANCE WITH OPML**

**CALL TO ORDER:** President Price called the meeting to order at 4:30 pm.

**RECORDING OF ATTENDANCE:** (*Roll Call*) Ed Price, President; Fred Marcell, Vice President (by conference call); Nancy Wattson, Treasurer; Karen Heist, Secretary; Louis Walters\*; Dr. Kathleen Taylor, Superintendent of Schools; Mayor Salvatore Perillo; Jim Rutala, Business Administrator, City of Ocean City

Library Staff: Christopher Maloney, Leslie Clarke

\*In accordance with New Jersey State Law, N.J.S.A. Mr. Walters was officially sworn in as a member of the Board of Trustees prior to the meeting.

**APPROVAL OF MINUTES:** Nancy Wattson moved and Dr. Taylor seconded to approve the minutes from the January 11, 2010 meeting. There was unanimous approval.

**TREASURER'S REPORT:** Treasurer Wattson reviewed current assets and liabilities of the library. She reported that the remaining 2009 appropriations from the city had been received. Fred Marcell moved and Mayor Perillo seconded paying the bills on the list. A unanimous roll call vote was taken.

**PRESIDENT'S REPORT:** Mr. Price commended the city's Public Works department for a good job of clearing the snow around the library after the recent snow storm. He also mentioned that Director Maloney came in on his own time to make sure that the library could be safely opened to the public. President Price reported that all is moving well with the library construction project. He then stated that he heard about a recent city-sponsored breakfast given for the construction workers. He was chagrined that no one from the library was notified of the event. However, Director Maloney did find out about the breakfast and was able to attend. President Price feels that the library should sponsor its own event for the construction workers.

**DIRECTOR'S REPORT:** Director Maloney gave a power point presentation of the year 2009 in review. Highlights of his presentation were the completion of the library addition; the usefulness of the Annex for computers, programs, and Friends and Volunteers book storage; the successful outreach to schools and local organizations; an increase in both public access and wireless internet usage; increased use of reference services; and continued increase in patrons downloading audio books and e books. He also mentioned that the library has live homework help for students through Tutor.com, which is available on our website. Dr. Taylor said that she will alert the principals of her school district about the service. Mr. Maloney also reported on future library services he would like to offer, such as downloadable movies and music, services to home-bound residents, a lecture series beginning in April with speakers from Richard Stockton College of N.J., and greeters to assist patrons coming into the library. He further added that the Reference Department will be presenting a seminar on electronic reference service at the upcoming New Jersey Library Association conference. The library will again be outsourcing the teaching of computer classes, which were popular in 2009. Decreases in the number of new memberships and in the gate count can be explained, Maloney said, by parking problems due to the construction project. Dr. Taylor suggested having a sign at the Fitness and Aquatic Center entrance directing people on how to get to the library as a means of increasing the number of patrons. A decrease in the number of items circulated could be explained by the recent closure of the second floor to the public. These decreases were offset by the increase in usage of reference services, which now includes instant messaging and email as a means for patrons to contact the reference department. After the mention of a decrease in the number of new memberships, Mayor Perillo requested Mr. Maloney send board members information on what other area libraries charge for their non-resident cards. Director Maloney agreed to send the information prior to the next meeting. Mayor Perillo also requested more details about the upcoming lecture series and how it would be marketed. President Price thanked Mr. Maloney for his presentation, which was applauded by the entire board for its thoroughness and for the many and varied new services the library is offering the community. (Mr. Rutala left the meeting at 5:10 pm.)

**COMMUNICATIONS/ CORRESPONDENCE: NA**

**BUILDING EXPANSION:** Mr. Price was unhappy to report that the building is still experiencing leaks. He is looking into this recurring problem. He also told the board that a committee had been formed to plan signage for the new Community Cultural Center. The building has a new kind of temperature control, which will necessitate special training in its use. Students from the Ocean City High School are going to make a training video to assist designated staff on how to program it. Automatic doors have not been installed, but they will be retrofitted. The building has been tested for asbestos and mold by reputable testing agencies, and there was no positive test result. Testing will continue. The state building code mandated that there be areas of refuge in the building for people to go in case of emergency when evacuation may not be safe, so these have been included and marked with signs. Mr. Price then began to speak about the RFP for the Lease of Community Center Café (see New Business).

**FRIENDS AND VOLUNTEERS REPORT:** Anita DeSantis reported on plans for the annual “Read across America” event. This is the fifth year that the Friends and Volunteers have organized readers to visit the Primary School classes and that they and the O.C. Library have provided children with a special book. The Ocean City Primary School Pre-K classes and Ocean City Headstart children will also receive books and a visit from a reader in honor of Dr. Seuss. Money to purchase the books for this project comes from the F & V annual used book sales. The library purchases bags and bookmarks to accompany the books. A letter to parents is included which recognizes the gift as from the Friends and Volunteers, the Board of Trustees and staff of the Ocean City Free Public Library. Mrs. DeSantis also mentioned that the Friends are helping to provide a special author program at the Intermediate School.

**OLD BUSINESS: NA**

**NEW BUSINESS:**

A. A Resolution Awarding Library contract No. 10-01 Sound and Video Systems to Judge Audio Visual Solutions, 421 Fehely Drive, Kind of Prussia, PA 19406—Only one bid was received to provide a sound and video system and digital signage for the meeting rooms, computer center and lobby in the new additions. Director Maloney and Art Barlow of the city’s IT Dept. looked at the equipment list proposed, which was reviewed by the consulting engineering firm and found to be in line with what they had said was necessary. The company’s bid was \$40,000 lower than the estimated cost and their references from previous clients were good. Mr. Maloney recommended awarding the contract with the total cost at \$237,351 to Judge Audio Visual Solutions. Lou Walters moved and Mayor Perillo seconded to award the contract to this company. There was a unanimously favorable roll call vote taken.

B. Discussion of Mayor’s Letter to Expand Board—Board members received an email from Mayor Perillo recommending that the Board be enlarged from seven to nine members. There was a discussion of this idea, but there was no consensus on how to proceed. President Price suggested that a board committee be formed with possibly Nancy Wattson, Fred Marcell, and Dr. Taylor as members to study how the Board should be organized. Mayor Perillo moved to have a workshop/ retreat meeting to discuss the organization and focus of the board. The meeting would not be held the same day as the regular board meeting. Lou Walters seconded the motion, and there was a unanimously favorable roll call vote taken. The meeting will be advertised and will take place on Monday March 15 at 4:30 pm. in the meeting room of the Main Library. Because Fred Marcell will be out of town on that date, another person may be put on the committee.

C. Discussion of City RFP for Lease of Community Center Café-- A discussion of the RFP took place where the consensus of the board members was not to allow soft drinks to be sold at the café. All food would be pre-packaged. President Price reported that the next CWA Union negotiations meeting was cancelled and has been rescheduled for Thursday March 4, 2010.

**PUBLIC COMMENT: NA**

**ADJOURNMENT:** Mayor Perillo moved and Karen Heist seconded to adjourn at 6:46 pm. All agreed. The next meeting will be held on Monday March 8, 2010 at 4:30 pm.