

## **MEETING OF THE BOARD OF TRUSTEES—July 12, 2010**

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

**CALL TO ORDER:** President Price called the meeting to order at 4:34 pm.

**RECORDING OF ATTENDANCE:** (*Roll Call*) Ed Price, President; Fred Marcell, Vice-President; Nancy Larrabee, Treasurer; Karen Heist, Secretary; Louis Walters; Mayor Jay Gillian; Mike Dattilo, Acting Business Administrator, City of Ocean City  
Library Staff: Christopher Maloney; Leslie Clarke

**APPROVAL OF MINUTES:** Karen Heist moved and Nancy Larrabee seconded to approve the minutes as corrected from the June 14, 2010 meeting. The motion passed with an abstention from Mayor Gillian who had not attended.

**TREASURER'S REPORT:** Treasurer Larrabee reviewed current assets and liabilities of the library. She reported that the bills reflect normal operating expenditures. She explained three of the larger bills--the yearly payment for periodicals to the Ebsco Company, the bill for seven databases to the Gale Company, and the bill to Dell for the computers in the new computer center. We are still holding payment to the Tesco furniture company because some shelving in the children's area still has not been delivered. Lou Walters moved and Fred Marcell seconded that the bills on the list be paid. The motion passed with a unanimously favorable roll call vote.

**PRESIDENT'S REPORT:** Mr. Price reported a need to change the contractual language of the bond for the Board treasurer. He stressed that no member of our Board will be held responsible for any bill incurred by the Ocean City Library. August 15 is the target date for the completion of construction and turnover of the building. The second week of September is the projected date for the Library grand opening. Mr. Price reviewed recent legislation regarding municipal libraries returning money to taxpayers. Under legislation that was recently passed, libraries in New Jersey can only keep 20% of their unrestricted fund balances. Any funds above the 20% must be returned to the municipality for the taxpayers. Director Maloney attended the committee meeting where the legislation was passed and elaborated further on this bill and how it would affect our library. He explained that capital expenditures are exempt from the amount to be returned. President Price complimented the fiscal responsibility of current and past board treasurers Larrabee and Marcell and stressed the excellent communication the Board has always had with the City's Mayors and Financial Directors. Finally, he praised the entire Board for its hard work on the library's budget.

**DIRECTOR'S REPORT: NA**

**COMMUNICATIONS/ CORRESPONDENCE:** Director Maloney distributed a letter from the President of the Ocean City Historical Museum thanking the library for its sponsorship of a museum lecture and a letter from an author who recently held a book signing in the library.

**BUILDING EXPANSION:** President Price reported that a sink needs to be installed in the new staff lounge and that the Headley Room is still waiting to be carpeted and painted. The building should be tidied up by the next board meeting. The architect will do a mock up of a design for new signage for the new lobby area. The parking lot should be striped and completed within the next month and will be closed for a day sometime in the next two weeks. Mayor Gillian suggested using the Intermediate School field near the armory as a possibility for parking when the lot is closed. Mr. Price will email the Board when the date is set for finishing the lot. Roger Rinck will maximize the space available for bicycle racks at the front and sides of the building. Mayor Gillian inquired about signage outside the front of the building. Our Board was waiting for input from the new mayor and for the next meeting of the Atrium Committee before making any decisions about this. The current sign will be taken down.

**FRIENDS AND VOLUNTEERS REPORT:** President Rose Marie Ricci reported that the Fall Author Luncheon will be held Thursday, October 7, at the Flanders Hotel. The featured author will be Pete Hamill and tickets will be available for the board as of August 9 from Sandy Crescenzo, Chairperson of the event.

**OLD BUSINESS:**

- A. Legislative Update—The State Library budget was cut by 43% instead of the 73% recommended by the Governor. The library Development Bureau of the State Library will channel funds to libraries for different services. There is only one library cooperative now, which will take the \$4.2 million from the state and use it to provide discounts for high speed internet access, electronic databases, and library materials for the different libraries. The Coalition of Independent Libraries (C.O.I.L.) will be cooperating on projects and discounts for its member libraries (Ocean City, Atlantic City, Absecon, Linwood, Northfield, Margate, and Avalon). Director Maloney will email information on the recent legislation to board members. He gave an overview on what happened with the previous legislation for returning money to taxpayers that was passed three years ago. The Ocean City library returned \$200,000 the first year and \$320,000 the second year to the taxpayers under that legislation. The New Jersey Library Trustee Association will be meeting for a workshop in September. Director Maloney will email the board with information concerning this workshop, which would be helpful for Mayor Gillian and Mike Dattilo, our newest members.

**NEW BUSINESS:**

- A. A Resolution to Approve a Contract with Atlantic City Shade Shop, 500 Tilton Rd. P.O. Box 217, Northfield, NJ 08225 for the Furnishing and Installation of Darkening Shades on the Windows in Rooms 110 and 111—The price for the shades for the Conference Room and Lecture Hall would be \$11,873.79. This was not part of the original contract with Garrison Architects. The Atlantic City Shade Shop was recommended by Garrison and is a state contract company. Director Maloney will find the pricing for all blinds to be motorized. If the cost doesn't exceed \$1,000, the Board agreed to motorize all blinds. The total cost for the blinds should be no more than \$12,873.79. Remotes for the motorized blinds would be stored in the lecture hall. Lou Walters moved and Nancy Larrabee seconded passing the resolution. There was a unanimously favorable roll call vote.
- B. Board Planning and orientation—Mr. Marcell recommended that Director Maloney and President Price go over the orientation material prepared by Dr. Kathy Taylor and her committee with Mayor Gillian and Mike Dattilo, the newest board members.

**ADJOURNMENT:** Karen Heist moved and Fred Marcell seconded to adjourn the meeting at 5:17 pm. All were in favor. The next meeting will be held on August 9 at 4:30 pm.