

## **MEETING OF THE BOARD OF TRUSTEES—August 9, 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, Vice-President; Nancy Larrabee, Treasurer; Karen Heist, Secretary; Louis Walters; Dr. Kathleen Taylor, Superintendent of Schools; Mayor Jay Gillian; Mike Dattilo, Acting Business Manager, City of Ocean City  
Library Staff: Christopher Maloney; Leslie Clarke

**APPROVAL OF MINUTES:** Fred Marcell moved and Karen Heist seconded to approve the minutes from the July 12, 2010 meeting. The motion passed with a unanimously favorable vote.

**TREASURER'S REPORT:** Treasurer Larrabee reviewed current assets and liabilities of the library. She reported that we are on schedule for the year and that August 15 will be the first payment of the appropriation from the City of Ocean City. Mayor Gillian moved and Fred Marcell seconded to pay the bills on the list. A unanimously favorable roll call vote was taken.

**PRESIDENT'S REPORT:** Mr. Price reported that he and Treasurer Larrabee met with Joann Cioeta, the City's Head of Human Resources to discuss the language of a bond application for the Board Treasurer position as was discussed at the July Board meeting. Ms Cioeta asked Mr. Price and Ms Larrabee to draft a letter to the bonding company to request bonding for the Treasurer. Bonding is necessary under regulations of the Joint Insurance Fund Municipal Excess Liability (JIF/MEL). Mr. Price then announced the upcoming New Jersey Library Trustee Association meeting which will be in Princeton on September 25. The deadline for registration is September 10. President Price encouraged all members to attend. Mr. Price then announced that on August 24 the paving will take place in front of the building. The parking lot on the Seventeenth St. side of the building will be paved also. No cars will be allowed to park in these lots while the work is going on. Signs should be put up announcing the date that the parking lot would be closed. The library may have to close for two days. Two other streets near the parking lot will also be resurfaced. Roger Rinck and Mike Dattilo will make the final decision on closing based on safety issues. President Price explained Garrison architects design for signage at the entrance of the building. Each board member received a copy of the design in his or her packet of information.

**DIRECTOR'S REPORT:** Director Maloney sent out State budget information and information on recent legislation impacting library funding for Board members to review. He will have summer usage figures emailed to the Board before the next meeting. Maloney mentioned a photo opportunity that he recently participated in at the Primary school to highlight a grant the Ocean City schools received for level reading books. Maloney commended his staff for a job well done this summer and for excellent customer service. He reported that the library is using the same phone system as the City of Ocean City, which is a voice over IP system. Mr. Maloney reported that \$896.50 was received for meeting room use. Mr. Marcell asked if this money could be donated to a local charity. Director Maloney explained the meeting room policy and the fees for different groups to use the rooms. Copies of the policy will be emailed to all board members, including Mayor Gillian.

### **COMMUNICATIONS/ CORRESPONDENCE: NA**

**BUILDING EXPANSION REPORT:** On August 13 there will be a construction meeting to determine the date of the parking lot paving. After that the Headley Room will be cleaned out, stairwells will be done, and the elevator repaired. Carpeting will be cleaned and repaired. After the front of the building is finished, the 17<sup>th</sup> St. entrance will only be used for meetings.

**FRIENDS AND VOLUNTEERS REPORT:** Sandy Crescenzo, Chairperson for the Fall Author luncheon, invited the Board to attend the luncheon. She passed out luncheon ticket flyers to Board members and will be setting aside tickets for the Board to purchase.

**OLD BUSINESS:**

- A. Building Signage Update—President Price and Mike Dattilo, Acting Business Administrator, are trying to get a consultant to plan exterior signage for the building. The Atrium Committee has met and agreed to the idea of hiring a consultant and having a lower budget amount for the signs. They toured the site with Sherri Cross, Architect. There is limited space outside for a sign. The corners of 18<sup>th</sup> and Simpson and 17<sup>th</sup> and Haven could be the projected spots for signs. Also, there is a curve over the handicapped ramp where a sign could be installed. We need to hire a sign consultant quickly and get effective signs, since signs to label the building is outside of the original construction plan.
- B. Author Luncheon—Director Maloney would like the library to pay a share of the cost of the Fall author luncheon, which would be \$5,000. A check would have to be signed between Board meetings. The speaker will be Pete Hamill and the total cost is \$10,000. Payment is due at the end of September. Lou Walters moved to pay \$5,000 between meetings for the author. Karen Heist seconded and the motion passed with a unanimously favorable roll call vote.

**NEW BUSINESS:**

- A. Library Grand Opening Update—Plans have changed regarding the opening, which earlier had been planned as a reception held at the Flanders with the assistance of the Friends and Volunteers. Mayor Gillian wanted to have an opening of the entire facility after all work is completed.

**ADJOURNMENT:** Karen Heist moved and Fred Marcell seconded to adjourn the meeting at 5:17 pm. All agreed. The next meeting will be held on September 13<sup>th</sup> at 4:30 pm.