

MEETING OF THE BOARD OF TRUSTEES—August 12, 2013

ANNOUNCEMENT OF COMPLIANCE WITH OPML: Notice of this meeting was included in the Annual Schedule of Meetings that was approved by the Board of Trustees at their monthly meeting Monday December 10, 2012. The Annual Schedule of Meetings was advertised in the January 9, 2013 Ocean City Sentinel, posted on the Library's website and posted on bulletin boards inside the Library.

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

RECORDING OF ATTENDANCE: Nancy Larrabee, President; Fred Marcell, Vice-President; Jon Batastini, Treasurer; Jennifer Shirk, Secretary; Mayor Jay Gillian, Dr. Kathy Taylor
Library Staff: Christopher Maloney; Leslie Clarke
Library Attorney Steve Barse
Al and Sandy Crescenzo from the Friends and Volunteers

APPROVAL OF MINUTES: Before approval of the minutes, President Larrabee announced that Karen Heist has resigned from the Board and that the Mayor has advertised for a replacement. Jon Batastini moved and Fred Marcell seconded to approve the minutes from the July 8, 2013 meeting. There was unanimous approval.

TREASURER'S REPORT: Treasurer Batastini reviewed current assets and liabilities of the library. He reported that there were two bills requiring Jennifer Shirk's signature—one was a check to the Friends of the Ocean City Pops and the other was a check for Bubba Mac for a performance at the library. Fred Marcell moved and Jon Batastini seconded to pay the bills. A roll call vote was taken as follows: Larrabee-yes; Marcell-yes; Batastini-yes; Shirk-yes; Gillian-yes; Taylor-abstained. The motion was passed.

PRESIDENT'S REPORT: President Larrabee reported that the Museum had formed a committee to investigate a partnership between the Historical Museum and the Library. Director Maloney and President Larrabee attended a meeting of this committee. There was a productive discussion. The Historical Museum will consider further and get back to the Library.

DIRECTOR'S REPORT: Director Maloney reported that the Library's policy manual will be updated in the near future. Some existing policies need to be revised, some new ones added, and some eliminated. The Security Camera policy will be tabled for another month. Director Maloney introduced Attorney Steve Barse at this time and explained that the policy will be brought up next month for approval.

COMMUNICATIONS/CORRESPONDENCE: Maloney showed the Board a letter complimenting the library for its programming. He also mentioned that there was one OPRA request.

FRIENDS AND VOLUNTEERS REPORT—Sandy Crescenzo told the Board that the check the library is giving the Friends for the author at the October luncheon will not be needed until the day of the luncheon. The check will be sent to the author directly. Sandy gave Director Maloney author Linda Fairstein's address. Sandy will have tickets for the October 17 luncheon at the next Board meeting. The tickets are \$30 each. She also reported that there will be a book sale on August 23 and 24 and that the Friends and Volunteers website is up and running.

BUILDING ISSUES: Director Maloney gave the board an update on the roof replacement that the City of Ocean City is planning for the library. The amount for design and construction of the roof is estimated to be between \$200,000 and \$250,000. President Larrabee proposed adding \$150,000 more to the

building improvement line item of the budget currently, \$100,000, from the uncommitted fund balance to equal the \$250,000 needed for the roof. The Mayor suggested utilizing all of the building improvement budget which included funds for signage, an amount equal to \$200,000 and only adding to the budget when the Board proceeds with signage.

OLD BUSINESS:

1. Bylaws—Copies of the revised bylaws will be sent out before the September meeting
2. Building Signage Specifications—there was a continuation of the discussion held at the last meeting about the terminology to be used on the signs. There was no consensus on the wording for the signs. The Senior Center will provide a sign to identify its entrance. Mayor Gillian suggested that Glenn Master our Accounting Manager meet with Frank Donato, the City's Financial Officer about the library budget. Signage is on hold for now and the \$50,000 that was set aside for the project will be added to the money to be used for roof replacement. It will be a two month project. (Fred Marcell left the meeting at 5:30 pm.)
3. Bookmobile specifications—the specs were sent to all Board members. The bookmobile committee drafted the specifications after meeting with the consultant. A floor plan and a photograph of the bookmobile were included with the specs. The committee will meet again to finalize the specs and will bring them to the Board at the next meeting. RFPs for the bookmobile, auditor, and attorney will go out next month.

NEW BUSINESS: NA

AUTHORIZATION TO ENTER CLOSED SESSION TO DISCUSS THE STATUS OF LABOR NEGOTIATIONS WITH THE FULL TIME CWA UNION EMPLOYEES—Jon Batastini moved and Dr. Taylor seconded to go into closed session at 5:30 pm. All approved. A motion was made by Jon Batastini and seconded by Kathy Taylor to return to regular session. All approved. Nancy Larrabee moved and Jon Batastini seconded to come out of closed session at 5:55pm. All approved. Jon Batastini moved and Jennifer Shirk seconded going into open session. All approved

ADJOURNMENT:

Jon Batastini moved and Kathy Taylor seconded to adjourn the meeting at 6:00pm. All approved. The next meeting will be held September 9, 2013 at 4:30 pm.

Respectfully submitted,

Jennifer Shirk, Recording Secretary