

MEETING OF THE BOARD OF TRUSTEES—November 9, 2009

ANNOUNCEMENT OF COMPLIANCE WITH OPML

CALL TO ORDER: President Price called the meeting to order at 5:00 pm.

RECORDING OF ATTENDANCE: (*Roll Call*) Ed Price, President; John Flood, Vice President; Fred Marcell, Treasurer; Karen Heist, Secretary; Nancy Wattson; Kathleen Taylor, Superintendent of Schools Jim Rutala, City Administrator representing Mayor Sal Perillo
Library Staff: Christopher Maloney, Library Director

APPROVAL OF MINUTES: Karen Heist moved and Fred Marcell seconded the approval of the minutes from the October 5, 2009 meeting. The motion passed with a unanimously favorable vote.

TREASURER'S REPORT: Treasurer Marcell reviewed current assets and liabilities of the library. Jim Rutala moved and Ed Price seconded paying the bills on the list. A unanimously favorable roll call vote was taken. Treasurer Marcell stated that a preliminary budgeting has begun for 2010. President Price stated that the library appropriation will be about \$55,000 less for 2010. A preliminary budget was distributed to the Board members for their review to be discussed at the December meeting.

PRESIDENT'S REPORT: President Price reported that the contractor found water between the exterior block face and the interior wall of the mechanical room penthouse when they took off the block to re brick the exterior wall. This has been cause of some of the leaks penetrating the 2nd floor of the existing library building. President Price reported that he presented an overview of the library expansion project at the First Fright event.

DIRECTOR'S REPORT: Director Maloney reported that the library's website is being redesigned and will be live on 11/11/09. Users will see more eye catching links to products and services on the homepage and updating the site will be easier and more efficient for staff members. Director Maloney reported that an article in the Ocean City Gazette concerning Welcome Night at the Music Pier mentioned the important role of the library in the community and included a quote from the Director. Director Maloney reported that annual performance evaluations were in the process of being completed.

COMMUNICATIONS: Director reported that the library received a \$500 donation from an estate.

BUILDING EXPANSION—

- A.** Vice President John Flood reported that the North and South additions should be completed and ready to be turned over on December 15, 2009. Mr. Flood then reported that a change order to the contract for the renovations of the existing atrium of the library will be presented to City Council for their approval. The renovations include replacing the tile floor, painting the walls, replacing ceiling tile and lighting and installing interior signage. The total cost for the renovations would be \$96,161. Mr. Flood requested that the Board members approve a resolution to go forward with the renovations at a total cost not to exceed \$96,100 and permit the Director, President and Treasurer to make a final decision. Nancy Wattson asked a question about the signage portion of the renovations and Mr. Flood explained the design of the internal signs and explained that the actual prices could be less expensive. Mr. Marcell ask a question about the phases of the construction project and Mr. Rutala gave an overview of the phases and explained the improvements to be made to the Aquatic and Fitness Center as well as the funding of the improvements. A motion to approve a resolution to go forward with the renovations of the atrium at a total cost not to exceed \$96,100 and permit the Director, President and Treasurer to make a final decision was made by President Price and seconded by Mr. Marcell. The motion passed with a unanimously favorable vote. Director Maloney presented a summary of bids for shelving and stated that this item would be listed on the agenda for the December meeting.

FRIENDS AND VOLUNTEERS: Rosemarie Ricci of the Friends and Volunteers thanked Board members for attending the Friends author luncheon. Ms. Ricci presented a check for \$10,000 to Director Maloney to be used for the costs of relocation services during the interior renovation phase of the expansion project. A suggestion was brought up by Mr. Marcell to have a photo op done for this donation.

OLD BUSINESS:

- A. Meeting Room Policy Revisions**—the meeting room policy has been amended with the change from the previous draft in red as directed by the Board. The only change is in the room rates listed on page 4. This includes discounts for government agencies and non profit organizations. Discussion followed about amount of time rooms are available and set fees per hour plus set hours for bookings. Discussion followed concerning a flat fee versus a per person fee. Dr. Taylor discussed meeting room policies for the school district. A suggestion was made by the Board for members to review the current policies and bring questions back to the December meeting.

NEW BUSINESS:

- A. Audit Report for Years Ended December 31, 2008 and 2007**—the audit reports were emailed to Board members. There was a request to have the auditor come to the December board meeting to do a presentation on the audit, which would be approved at that time. Board members should address any questions on the audit to Director Maloney or President Price.
- B. Outreach Funding Policy Revisions:** A policy revision was presented which made a change to the deadline for the submission of applications. A change was included to have the Outreach Funding Committee meet a week before the 4 Board meetings in which decisions will be made on applications for funding. Mr. Flood suggested the application deadline should be one month before the decision meetings. Dr. Taylor recommended the date changes be written on the application. A motion to approve changes in the policy which include new dates for committee meetings and one sentence to be removed was presented by Nancy Wattson and seconded by Mr. Rutala. Motion passed with a unanimously favorable vote.

Dr. Taylor presented an update on a school program which was funded by the Library Board. Activities and projects were described. Each grade involved in the project will complete assignments.

PUBLIC COMMENT:

Roberta Woessner Mentioned the following concerns: 1) the procedures for using the new library space as voting location for elections 2) the use of the atrium when the new building is in use 3) the use of the new conference room

Jim Hess: Brought up his concerns with the construction project including acid water, using sound panels in the renovation of the atrium and suggested implementing a weather delay policy

ADJOURNMENT: John Flood moved and Fred Marcell seconded adjourning the meeting at 6:25 pm. motion passed with a unanimously favorable vote.

The next meeting is scheduled for Monday December 14, 2009 @ 5:00pm