

**MEETING OF THE BOARD OF TRUSTEES—November 8, 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; Dr. Kathleen Taylor, Superintendent of Schools; Mayor Jay Gillian; Mike Dattilo, City of Ocean City Business Administrator  
Library Staff: Christopher Maloney; Leslie Clarke

**APPROVAL OF MINUTES** Nancy Larrabee moved and Fred Marcell seconded to approve the minutes from the October 4, 2010 meeting. The motion passed with a unanimously favorable vote.

**TREASURER'S REPORT:** Treasurer Larrabee reviewed current assets and liabilities of the library. 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:** President Price reported that Fred Marcell, Nancy Larrabee, Director Maloney and he met with Leon Costello, the library's auditor concerning the Audit and new legislation. Mr. Costello clarified the new procedure for returning money to the taxpayers from the library's unexpended funds. Municipal libraries may keep 120% of the previous year's audited operating expenditures. Any money above the 120% would be mandated to return to the municipality to offset any new taxes. Mr. Costello explained that because the library will continue to pay for the cost of the recently completed construction project, it could be at least three years before the library could return any funds to the municipality under the new legislation. Director Maloney gave some historical background on the recently passed legislation and he pointed out that the State Librarian must approve any return of library funds to the municipality. Mr. Price then reported that the 2010 audit should be completed by March 2011. Price completed his report by stressing continued good publicity of library events and services.

**DIRECTOR'S REPORT:** Director Maloney is working on getting price quotes for new copiers for the library. He will have quotes from four different vendors in time for the December Board meeting. Mayor Gillian recommended that the library, the city and the Ocean City School District cooperate on getting copier service. Maloney brought to the Board's attention an invoice that needs to be paid between meetings. The invoice is for \$2,500 for downloadable audio books. Since budget cuts eliminated the South Jersey Library Cooperative, this service is being provided through the Cape May County Library Commission. The bill has to be paid by 11/15/10. Mayor Gillian moved and Nancy Larrabee seconded to pay this bill between meetings. A unanimously favorable roll call vote was taken. There are only two or three things left on the punch list from the construction project. There have been a few leaks from the HVAC system to be corrected and some spackling, painting, and replacement of ceiling tiles to be done. Electrical work for the café has been completed.

**COMMUNICATIONS/ CORRESPONDENCE: NA**

**FRIENDS AND VOLUNTEERS REPORT:** President Rose Marie Ricci thanked the library for the e-reader which the library donated for the Author luncheon as a door prize. She then presented the Board with a check for \$10,000 to assist with the cost for the room darkening blinds to be purchased for the meeting rooms. Mr. Price assured Ms. Ricci that the Friends and Volunteers storage room would be cleared out in the next month.

**OLD BUSINESS: NA**

**NEW BUSINESS:**

- A. A Resolution Accepting the Report on Audit of Financial Statements Years Ended December 31, 2009 and 2008-- This was put off until the December meeting.

- B. A Resolution Authorizing the Transfer of Funds in the 2010 Budget—Director Maloney pointed out that money needs to be transferred into the advertising line item of the budget because of some extra advertising done for the construction project and for lecture room programs. A significant amount was also spent on radio advertising. He recommended transferring \$15,000 from the Interlocal Community line item to Advertising. Nancy Larrabee moved and Fred Marcell seconded that the money be transferred. There was a unanimously favorable roll call vote taken.
- C. A Resolution Authorizing the Transfer of Funds in the 2010 Budget—Director Maloney called attention to the need to transfer \$7,000 from Conferences to the Supplies line item of the budget. There was an increased need for material barcode labels late in the year, stated Maloney. Fred Marcell moved and Nancy Larrabee seconded transferring the money. There was a unanimously favorable roll call vote taken.
- D. Outreach Funding Request: Community Calendar—the funding request was withdrawn from the agenda. President Price will send the information on funding requests to Board members.
- E. Miscellaneous New Business—the Library’s Holiday Festival will be held at the library on December 12. Fred Marcell suggested having a “Meet the Board of Trustees” meeting. President Price has spoken to the library’s attorney regarding social gatherings that involve library staff and Board members. Mayor Gillian stressed being careful about insurance issues. Director Maloney could send a memo to the staff to see how they would feel about such a gathering.

**PUBLIC COMMENT:**

Rose Marie Ricci complimented Director Maloney on the jazz series which was held recently in the Lecture Hall.

**AUTHORIZATION TO ENTER EXECUTIVE SESSION:** Mayor Gillian moved and Fred Marcell seconded to go into closed session at 5:15 pm for the purpose of Discussing the Status of Labor Negotiations with Full Time CWA Employees. No action is to be taken. There was unanimous approval. Mr. Marcell moved and Mayor Gillian seconded to return to open session at 5:25 pm with all in agreement.

**ADJOURNMENT:** Karen Heist moved and Nancy Larrabee seconded to adjourn the meeting at 5:25 pm. The next meeting will be held Monday, December 13, at 4:30 pm.