

MEETING OF THE BOARD OF TRUSTEES—December 13, 2010

ANNOUNCEMENT OF COMPLIANCE WITH OPML

CALL TO ORDER: President Price called the meeting to order at 4:30 pm.

RECORDING OF ATTENDANCE: (*Roll Call*) Ed Price, President; Fred Marcell, Vice-President; Nancy Larrabee, Treasurer; Karen Heist, Secretary; Louis Walters; Dr. Joanne Walls for Dr. Kathleen Taylor, Superintendent of Schools; Mike Dattilo, Mayor's Alternate and City of Ocean City Business Administrator
Library Staff: Christopher Maloney; Leslie Clarke

APPROVAL OF MINUTES Fred Marcell moved and Karen Heist seconded to approve the minutes from the November 8, 2010 meeting. The motion passed with a unanimously favorable roll call vote.

TREASURER'S REPORT: Treasurer Larrabee reviewed current assets and liabilities of the library. She reported that a bill to Main St. for \$2,000 will be taken out of the Advertising not the Interlocal City line item of the budget. She also mentioned that there is a bill not on the bill list that needs to be paid—a bill for \$1,250 to Yanni's for the food for the Holiday Festival. Lou Walters moved and Fred Marcell seconded to pay the bills on the list plus the additional bill. A unanimously favorable roll call vote was taken

PRESIDENT'S REPORT: President Price reported that the Senior Center opened two weeks ago. There will be a special ceremony to dedicate the new library construction at some future time. Price assured that all Board members will be notified when the date for the dedication is determined.

DIRECTOR'S REPORT: Director Maloney reported that four quotes were received from vendors of photocopiers. Toshiba, our present copier vendor, had the lowest quote. Maloney asked for Board approval for a 39 month lease to upgrade the present copiers. Director Maloney did investigate the vendors used by the City of Ocean City and the Ocean City School District, and their quotes were higher. Maloney stressed that he is satisfied with the quality and service of the Toshiba copiers. Nancy Larrabee moved and Karen Heist seconded to get the copier upgrade from Toshiba. There was a unanimously favorable roll call vote taken. Maloney further reported that a three year cleaning contract for the library was awarded to the Seven C's Cleaning Company. Lou Walters moved and Nancy Larrabee seconded to approve the cleaning contract. A roll call vote was taken with all in approval. The Board asked Maloney to inquire of City Purchasing Agent Joe Clark whether the library is locked into a 3 year contract with Seven C's should any cleaning issues occur. Another recent development impacting our library is the fact that the State Library received a broadband grant. Our library would increase its bandwidth at no increased cost. Our library will be the site of a Learning Express Database workshop sponsored through the State Library to assist patrons in job hunting. Director Maloney concluded his report by mentioning the success of the library's first Holiday Festival in the new meeting areas. Approximately two hundred sixty people attended and all had a wonderful time. Yanni's café catered the festival with finger foods.

COMMUNICATIONS/ CORRESPONDENCE: NA

FRIENDS AND VOLUNTEERS REPORT: President Rose Marie Ricci thanked the library for the Holiday Luncheon held to honor the Friends and Volunteers. Ms. Ricci distributed copies of the Friends and Volunteers activities held during 2010 so that the Board would be aware of their doings.

OLD BUSINESS:

- A. A Resolution Accepting the Report on Audit of Financial Statements Years Ended December 31, 2009 and 2008—, this was deferred until the Board has received the revised management letter from the auditor, hopefully at the January meeting.

NEW BUSINESS:

- A. A Resolution Authorizing the Transfer of Funds in the 2010 Budget—the city of Ocean City requested that the library purchase wooden benches for the plaza area of the building. The

cost would be \$12,200. This was not part of what was originally budgeted for furniture in the library budget. Director Maloney recommended that \$10,000 be transferred into the furniture line item from the interlocal city line item. Lou Walters moved and Karen Heist seconded to transfer the money. A unanimously favorable roll call vote was taken.

- B. A Resolution Adopting a Schedule of Board Meeting Dates for Calendar Year 2011—The meetings will continue to be held at 4:30 pm on the 2nd Monday of each month with the exception of October because of the Columbus Day holiday. Karen Heist moved and Fred Marcell seconded to adopt the schedule for 2011. There was a unanimous roll call vote.
- C. A Resolution Adopting a Schedule of Holidays and Early Closings for Calendar Year 2011—there were no changes from the 2010 schedule of holidays and early closings. Lou Walters moved and Karen Heist seconded to adopt the 2011 schedule. There was a unanimously favorable roll call vote.
- D. Outreach Funding Request: Ocean City Schools—the request was for 200 e-readers to be distributed to students and teachers in the Ocean City High School for a cost of \$30,000. Each e-reader would be labeled that it was funded in part by the Ocean City Library. There were questions regarding covers and a maintenance plan for the devices and the reason why only juniors and seniors in the High School would be receiving them. After discussion, Nancy Larrabee moved and Fred Marcell seconded to fund the request for the e-readers. There was a unanimously favorable roll call vote taken. Karen Heist stressed the need for a media blitz at the time the devices are given out. President Price suggested giving them at a Board of Education meeting with the media in attendance. All Library Board members would be encouraged to attend the meeting, which could be as soon as the January Board of Education meeting.
- E. Outreach Funding Request: Ocean City Police Department—there was a funding request for \$18,000 for banners, posters, coloring books, etc. for a Police Pedestrian Safety Campaign the Ocean City Police Department has been planning. Library Board members would attend a Public Relations event concerning the campaign. Lou Walters moved and Nancy Larrabee seconded funding the request. A unanimously favorable roll call vote was taken. Following the vote, Nancy Larrabee stressed the need for more bike racks at the Community Cultural Center. Mike Dattilo will follow up with Roger Rinck regarding this issue.
- F. Outreach Funding Request: City of Ocean City—Mike Dattilo gave an overview of the study done on improving the organization and financing of the Pops Orchestra. The library funded the research for the study and budgeted \$150,000 for the orchestra in the 2010 budget. The City is requesting a check for this amount before the end of the year. There was a great deal of discussion concerning the request and how the library had not been recognized enough by the Pops in the past for its funding of the orchestra. President Price urged the Board to consider thoroughly the relationship between the library and the Pops Orchestra. Fred Marcell recommended forming a small committee of Library Board members to interact with the Pops organization. Fred Marcell moved and Lou Walters seconded approving the request of the payment of \$150,000 to be sent to the city before the next Board meeting. A roll call vote was taken as follows: Price-yes; Marcel-yes; Larrabee-yes; Heist-opposed; Walters-yes; Walls-yes; Dattilo-abstained. The motion carried.

AUTHORIZATION TO ENTER EXECUTIVE SESSION: Nancy Larrabee moved and Fred Marcell seconded to go into closed session at 6:20 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.

ADJOURNMENT: Fred Marcell moved and Lou Walters seconded to adjourn the meeting at 6:26pm with all in agreement. The next meeting will be held Monday, January 10, at 4:30 pm.