

## **MEETING OF THE BOARD OF TRUSTEES—December 16, 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, 2012 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 4:30 pm.

**RECORDING OF ATTENDANCE:** Nancy Larrabee, President; Fred Marcell, Vice President; Jon Batastini, Treasurer; Jennifer Shirk, Secretary; Brian Broadley; Ron Denney, Jay Gillian, Mayor; Dr. Kathleen Taylor, Superintendent of Schools; Mike Dattilo, City Business Administrator  
Library staff: Christopher Maloney, Director  
Leslie Clarke, Assistant Library Director  
Sandy Crescenzo, President of the Friends and Volunteers

**APPROVAL OF MINUTES:** Brian Broadley moved and Mayor Gillian seconded to approve the minutes from the November 11, 2013 meeting. There was unanimous approval.

**TREASURER'S REPORT:** Treasurer Batastini reviewed current assets and liabilities of the library. He reported that there was one additional bill to add to the list: a First Night Payment for \$6,000, which had been budgeted for all services provided here including transportation to the library. Brian Broadley moved and Fred Marcell seconded to pay all the bills including the addition to the list. All approved.

**PUBLIC COMMENT:** This was moved forward in the agenda to accommodate the public and to clear up misinformation about the library's program budget.

Dr. Steven Feneschel – Commended the programming being offered at the library, highlighting a film series with some controversial titles. He heard a rumor that the library was cutting its program budget. Library Director Chris Maloney and Board President Nancy Larrabee dispelled the rumor to affirm there had not been any cuts to that budget.

**PRESIDENT'S REPORT:** Brian Broadley and Mayor Gillian represented the Board at the library's Holiday Festival which was a big success. Several Board members attended the Friends and Volunteers Christmas lunch. Frances Keenan was honored for her 100<sup>th</sup> birthday and many years of service as a Volunteer.

**DIRECTOR'S REPORT:** Director Maloney will present user statistics at the January Board meeting. Circulation, internet, and program statistics have increased.

**COMMUNICATIONS/CORRESPONDENCE:** There was a letter offering a \$250 donation from a family and several emails thanking the library for programs.

**FRIENDS AND VOLUNTEERS REPORT:** President Sandy Crescenzo thanked the Board for the Christmas luncheon and for the Resolution honoring Frances. She appreciated the Board's attendance at the luncheon.

**BUILDING ISSUES:** The cost of the new roof was included in the 2013 budget. Nothing was spent this year, so \$400,000 will be in the 2014 budget for any roof repairs.

**OLD BUSINESS:** The budget will be reviewed again and brought up for vote at January's meeting.

### **NEW BUSINESS:**

- A.** A Resolution Approving an Operating Plan for the Modular Outreach Vehicle—a first draft of the operating plan was presented. Board members brought up labor, insurance, and CDL licensing issues. Bayview Manor and the Bayside Center were suggested as other sites for the bookmobile. Brian Broadley moved and Fred Marcell seconded to approve the plan. All agreed.
- B.** A Resolution Awarding a Contract for the Purchase of a Modular Outreach Vehicle—The consultant (SVS) reviewed all the bids. Summit Body Works bid was within the budget with a delivery

- timeframe of 180 days. Brian Broadley moved and Ron Denney seconded to award the contract to Summit Body Works for an amount of \$110,189.12. A roll call vote was taken as follows: Larrabee-yes; Marcell-yes; Batastini-yes; Shirk-yes; Broadley-yes; Denney-yes; Dattilo-yes; Taylor-yes. The motion passed unanimously. The consultant will work with us through the vehicle being built. He will inspect the bookmobile, which will be ready in 6 months. Dr. Taylor commended the consultant for an excellent job.
- C. A Resolution Adopting a Schedule of Regular Board Meeting Dates for Calendar Year 2014—Ron Denney moved and Mayor Gillian seconded to approve the schedule with the meetings being held the second Monday of each month at 4:30 pm.  
All approved.
  - D. A Resolution adopting a Schedule of Holidays and Early Closing Dates for Calendar Year 2014—Director Maloney and Mike Dattilo will discuss the schedule so that the Library and the Aquatic and Fitness Center are open and closed the same days. Fred Marcell moved and Mayor Gillian seconded to close the library on January 1st only until further discussion at next month's meeting. All approved.
  - D. A Resolution Approving a Petty Cash Fund for Calendar Year 2014. Mayor Gillian moved and Fred Marcell seconded to approve a petty cash fund for 2014. All approved.

**PUBLIC COMMENT** ( continued):

Jim Tweed-He expressed his gratitude for the library and its services. He appreciated Chris for doing a great job and being present at so many events.

**ADJOURNMENT:** Brian Broadley moved and Ron Denney seconded to adjourn the meeting at 5:30 pm, All approved. Everyone thanked Nancy for her service as Board President in 2013.

Respectfully submitted,

Jennifer Shirk,  
Secretary