

Library Board of Trustee Minutes from the Meeting on March 11, 2019

Call to Order: 4:04pm

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 on Monday, December 10, 2018. The Annual Schedule of Meetings was advertised in the December 19, 2018 Ocean City Sentinel and the December 14, 2018 AC Press, posted on the Library's website, on bulletin boards inside the library and in the City Clerk's office.

Attendance: Jennifer Shirk, Dustin Peters, Lauren Cowden, Dr. Kathleen Taylor, Mike Allegretto, Constance Pritchard, Karen Mahar, Leslie Clarke and Fred Marcell (only listening in via phone)

Approval of the Minutes: A motion was made by Dr. Pritchard to approve the February 2019 minutes. Motion passed with a second from Jennifer Shirk and all present in favor.

Treasurer's Report: Constance Pritchard reviewed the report including the assets and liabilities. She noted that dates on Treasurer's reports need to be updated to the 2019 year.
(See below for approval motion)

Action on Bills: Various larger invoices were explained including payment for renewal of online data bases. Dr. Taylor noted that she had a conflict of interest with one of the bills. As a result, it was voted on separately (see approval motion) A motion to accept the Treasurer's Report was made by Mike Allegretto and seconded by Dr. Taylor. All present were in favor to accept the report.

A motion to pay the bill for Jennifer Rowe for a special activities concert in the amount of \$595 was made by Mike Allegretto and seconded by Jennifer Shirk. The motion passed with five in favor and one abstain (Dr. Taylor) by roll call vote. A motion to pay the rest of the listed bills was made by Mike Allegretto and seconded by Lauren Cowden. The motion passed with all six in favor by roll call vote.

(Since Dr Taylor and Dustin Peters had to leave early, New Business was moved up in the agenda)

New Business: A. Res. Approving the Revised Board of Trustees Handbook for 2019. All board members will receive new handbook via email before next meeting.

Mike Allegretto moved to accept the Revised Board of Trustees Handbook as presented with a second from. All present were in favor.

B. Res. to Approve the Revised Patron Policy Handbook for 2019- It was pointed out that the new policies added were: The Roku Lending, 3D Printer Policy, Chrome Book Policy, Read Away Fines Policy, and Social Media Policy. A motion to approve was made by Dr. Pritchard and seconded by Lauren Cowden and all present were in favor.

C. Res. to Authorize Advertisement to go out to bid for the upgrade of IT Equipment in the Chris Maloney Lecture Room (N110) –The equipment in that room is over ten years old and highly used. If approved, the advertisement would be go out 3/15/19. The bids would be received 3/26/19 in time to be awarded at the 4/8/19 board meeting. work would then begin in May and be done before Memorial Day. Dr. Pritchard moved to approve the advertisement with a second from Mike Allegretto. All present were in favor.

D. Res. to Approve Fixed Asset Assessment Services company. As was recommended by the auditor, an overall fixed asset assessment of the library needs to be done. Director Mahar received two quotes. After

some discussion and questions, a motion to accept Director Mahar's recommendation of Tag Consulting Services was made by Lauren Cowden and seconded by Dr. Pritchard. All were in favor by roll call vote.

Public Comment: President Chris Wilson just wanted to mention that they had a great Read Across America Day and look forward to helping the library with the OC Con and National Library Week. The Author Tea is May 2, 2019.

Adjournment: Dustin Peters moved to adjourn at 4:26pm with a second from Mike Allegretto. All present were in favor.