

## **MEETING OF THE BOARD OF TRUSTEES-Board Meeting August 8, 2016**

**CALL TO ORDER:** Jennifer Shirk called the meeting to order at 4:05pm.

**ANNOUNCEMENT OF COMPLIANCE WITH OPML:** Notice of this meeting was posted in the City Clerk's office and was advertised in the January 13, 2016 Ocean City Sentinel and in the January 13, 2016 Atlantic City Press, posted on the Library's website, and posted on bulletin boards inside the library.

**RECORDING OF ATTENDANCE:** (Roll Call) Jennifer Shirk, Fred Marcell, Dr. Pritchard, Ron Denney, Dustin Peters, Dr. Taylor, Jon Batatstini (4:10pm). Karen Mahar, Leslie Clarke, Steve Barse.

**APPROVAL OF MINUTES:** Fred Marcell requested that a discussion on the landscaping be added to the minutes. Dr. Pritchard moved to approve the minutes with the addition. The motion was seconded by Jennifer Shirk. All were in favor.

**TREASURER'S REPORT:** Dr. Pritchard reviewed the report. She noted that things were on track for this time of year. Two bills were clarified (Automated Access Systems is the company who repairs the handicap doors and AWE provided early literacy workstations in the bookmobile). The total financial support for the Art of Surfing Festival was \$5,000.00. Fred Marcell moved to accept the report with a second from Ron Denney. All were in favor.

**ACTION ON THE BILLS:** Fred Marcell moved to pay the bills with a second from Jennifer Shirk. All present were in favor by roll call.

**PRESIDENT'S REPORT:** President Shirk reported that the library email accounts for board members have been set-up and should be used for business purposes. Mr. Barse and Dr. Taylor will continue to use their current secure business email accounts.

There is an important trustee workshop coming up with topics including disaster planning. Mrs. Shirk will email more information to those interested.

A new prompt has been established when new members are registering or when cards are being renewed, giving the opportunity to elect to receive our library e-newsletter. Over 200 new subscribers were obtained in one month.

There will be a local author showcase on August 28.

A suggestion was made to have a rotating display of historic local photographs on some of the library's available wall space. Pictures are through the cooperation of the museum and art center.

### **DIRECTOR'S REPORT:**

#### **A. Strategic Plan Update**

Successful branding initiatives are continuing and will include a "Meet the Staff" campaign.

A new brochure is being produced that will include a map of the Community Center interior.

Proposals will be presented resulting from the meeting with architects regarding the space usage on the library's second floor. This project has been included in the Capital Expense line item of the approved budget.

Wording in Spanish is to be added to the bookmobile.

Program attendance has been stellar. Mr. Batastini suggested a program with local author and veteran, Joe Walters.

Meetings with individuals are taking place with proposals forthcoming regarding the lack of irrigation for outside landscaping and potential solutions.

The cleaning contract has expired and new cleaners will be investigated in the light of the recent shortcomings of the current contractors.

**COMMUNICATIONS/CORRESPONDENCE:** Two thank you notes were presented along with a picture of the new plaque noting the Chris Maloney memorial donation of the childrens' computers.

**FRIENDS AND VOLUNTEERS REPORT:** Sandy Crescenzo expressed outrage on the part of the members of the condition of the exterior landscaping. She was pleased to hear that plans will be forthcoming for their remedy. She reminded members of the upcoming annual Fall Luncheon in October. She reviewed the fundraising activities of the group and offered to help advertise library services on the group's website. She proposed that President Shirk be the guest author for a future event after her tenure on the board is complete. Mr. Batastini suggested that authors who may appeal more to men be explored.

**BUILDING ISSUES:** Multiple leaks were experienced after the completion of the atrium skylight replacement. The situation will be discussed with Roger Rinck of the City and all expected the project to be covered by a guarantee.

**OLD BUSINESS:**

- A. Bookmobile- July was a fantastic month and statistics were presented comparing 2015/2016. Kathy Smith requested that stops continue at the Primary School after summer school was over. The Sentinel and Gazette are to publish the schedule.

**NEW BUSINESS:**

- A. Safety Concerns- Director Mahar presented staff concerns arising over some recent disturbances involving patrons. She reviewed the incidences with the board members and reported that the OCPD was instrumental in their resolutions. A lack of exterior video surveillance was discussed as well as a safety plan to be developed through the cooperation of Director Mahar and the OCPD. There was a brief discussion regarding the responsibility of the safety of the facility and those within it and how the schools handle this situation.

**PUBLIC COMMENT:** There was no public comment.

**AUTHORIZATION TO ENTER EXECUTIVE SESSION TO DISCUSS THE CWA CONTRACT**

Jon Batastini moved to enter the session at 5:02pm with a second from Ron Denney. All were in favor. (Dr. Taylor exited the meeting)

Jon Batastini moved to exit the session and return to regular session at 5:04pm where action will be taken with a second from Ron Denney. All present were in favor.

**ACTION FROM EXECUTIVE SESSION:** A motion to change the contractual language so that pay ranges coincide with pay increases was made by Jon Batastini and seconded by Jennifer Shirk. All present were in favor by roll call.

**ADJOURNMENT:** A motion to adjourn was made by Jon Batastini and seconded by Jennifer Shirk at 5:05pm. All present were in favor.

Respectfully Submitted:

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Ron Denney, Secretary

RD:bag