

## **MEETING OF THE BOARD OF TRUSTEES-December 8, 2014**

**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 16, 2013. The Annual Schedule of Meetings was advertised in the January 9, 2014 Ocean City Sentinel, posted on the Library's website, and posted on bulletin boards inside the library.

**CALL TO ORDER:** President Jennifer Shirk called the meeting to order at 3:31pm.

**RECORDING OF ATTENDANCE:** (Roll Call) Jennifer Shirk, Brian Broadley, Ron Denney, Dr. Connie Pritchard, Dr. Kathleen Taylor (entered approx. 4:05pm), Mayor Jay Gillian, Fred Marcell, Leslie Clarke, Kristin Gallagher, Sandy Crescenzo.

**APPROVAL OF MINUTES:** Brian Broadley moved and Ron Denney seconded to approve the minutes from the November 10, 2014 meeting. All present were in favor by roll call.

**TREASURER'S REPORT:** Treasurer Broadley reviewed current assets and liabilities of the library. There were no questions.

**ACTION ON THE BILLS:** Ron Denney moved to approve and pay the bills with a second from Dr. Pritchard. All present were in favor by a roll call vote.

### **NEW BUSINESS:**

A. Staff Presentation: Kevin Bligh, Head of Reference

Kevin began his presentation to the Board with a distribution of handouts outlining many services offered by his department. He offered compliments on his two recent new hires and the benefits of having a bi-lingual staff member. The function of the department was illustrated, databases reviewed, and a brief description of the many online papers and various newsletters was offered. Mr. Bligh explained the process of the text messaging reference service currently in place at the library and the many facets of the Mango language service. His goals for the department include increasing outreach, especially in the multi-cultural facet, and increasing services to meet the needs of business patrons and students. After a brief Q&A, a presentation by Kevin was requested by the Friends' group at their next meeting on January 12, 2015.

B. Resolutions Auth. The Transfer of Funds Between Line Items, 2014 Budget

After a brief explanation from Mrs. Clarke, a motion was made by Mayor Gillian and seconded by Jennifer Shirk to approve the resolutions as presented. All present were in favor by roll call.

**PRESIDENT'S REPORT:** Mrs. Shirk briefly outlined the capital improvement project underway of the exterior landscaping being funded by the Friends and Volunteers. The landscaping will be City-maintained and has a one (1) year guarantee.

Compliments to the staff were given for the construction of a Christmas tree and Menorah made of books.

**ACTING DIRECTOR'S REPORT:** Mrs. Clarke reported that the Ocean City Library has received a 5-star rating from Library Journal magazine. We are one in seven to receive this highest rating and we are #2 on the list of 5-star libraries.

**COMMUNICATIONS/CORRESPONDENCE:** There was no correspondence.

**FRIENDS AND VOLUNTEERS REPORT:** Following a thanks to the Board for the recognition luncheon, Mrs. Crescenzo outlined a desire of the group to host, fund, and facilitate a Family Creative Learning Project. She will return in the Spring with details.

(The Mayor and Dr. Taylor temporarily exited the meeting at this time)

**BUILDING ISSUES:** Most of the desired work to be done is underway and near completion. Some new leaks have appeared in the YA area.

### **OLD BUSINESS:**

A. Director Update: The list continues to be awaited. A phone call from the CSC indicated a few weeks remain.

B. Bookmobile Update: The vehicle is due to arrive on December 22, 2014. The City is to advise on parking arrangements. Library employee, John Ruban, is the designated driver until a driver can be hired.

C. Strategic Plan Update: The strategic planning meetings are complete and work plan meetings have begun. The Strategic Plan offers a vision for the library, whereas a Work Plan offers specifics on whom, how, and when. Drafts are expected by the January 12, 2015 meeting with final copies being expected by the February 2015 meeting.

**PUBLIC COMMENT:** None.

(The meeting was paused, awaiting the return of two members. It reconvened a short while later with a quorum present. Member Broadley was then excused)

**AUTHORIZATION TO ENTER CLOSED EXECUTIVE SESSION TO DISCUSS WAGE INCREASES FOR PART-TIME AND FULL-TIME NON-UNION EMPLOYEES:**

A motion was made at 4:30pm by Ron Denney and seconded by Fred Marcell to enter closed executive session. All present were in favor. The Mayor offered a motion to exit closed executive session and re-enter regular session, seconded by Ron Denney. All present were in favor.

**ACTION ON CLOSED SESSION:**

The Mayor made a motion to approve a 2% across the board increase with no other increases at this time for all full-time non-union employees with an effective date of 01/01/2014, to include retroactive pay. The motion also included various increases in pay as set forth on the provided sheet for part-time, non-union employees as follows:

Librarian, Brown \$18.36/hr. to \$28.00/hr.

Librarian, Maas \$24.24/hr to \$28.00/hr

Tech. Mgt., Sost \$30.30/hr. to \$30.60/hr.

Tech. Mgt. Arena \$11.00/hr. to \$12.12/hr.

Tech. Mgt. Sheldon \$11.00/hr. to \$12.12/hr.

Library Page, Slaughter \$7.82/hr. to \$10.00/hr.

Four (4) New Hires, Librarians: Kelley, Moreland, Ramos, Sague \$21.50/hr.(current rate)

The motion was seconded by Ron Denney and all present were in favor by roll call.

**ADJOURNMENT:** A motion to adjourn was made by Jennifer Shirk and seconded by Fred Marcell at 5:10pm. All present were in favor.

Respectfully Submitted:

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Ron Denney, Secretary