

MEETING OF THE BOARD OF TRUSTEES-Board Meeting February 9, 2015

ANNOUNCEMENT OF COMPLIANCE WITH OPML: Notice of this meeting was posted in the City Clerk's office and was advertised in the January 21, 2015 Ocean City Sentinel and in the January 17, 2015 Atlantic City Press, 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 4:00pm.

RECORDING OF ATTENDANCE: (Roll Call) Jennifer Shirk, Jon Batastini (late arrival), Brian Broadley, Ron Denney, Dr. Connie Pritchard, Dustin Peters, Dr. Kathleen Taylor, Jim Mallon, Leslie Clarke, Elaine Wilson, Steve Barse.

APPROVAL OF MINUTES: The minutes from the December 8, 2014 and January 26, 2015 meetings were approved with one change. The date was corrected from "December 12" to "December 8" with a motion from Mr. Broadley and a second from Mr. Mallon. All present were in favor.

TREASURER'S REPORT: Treasurer Broadley reviewed current assets and liabilities of the library.

ACTION ON THE BILLS: Mr. 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. Strategic Plan Proposal- The plan was reviewed by Jennifer Shirk. Three main goals are outlined and included in the plan as are the results of the surveys and focus groups. A Mission Statement, plans for designation of future voluntary donations and a Building/Space Analysis are also included. Strategies need to be assessed by the work plan committee. After some discussion it was decided that questions should be forwarded to the Board president and any changes be made so that it can be presented for passing at the next meeting on February 17, 2015.

B. 2015 Budget Proposal- Leslie Clarke distributed copies of the budget requests along with the explanations for the requested amounts. Specific line items were discussed at length. The Board felt strongly that the Library Accountant should be present at these meetings. Changes to the proposed budget should be made before Tuesday, February 17, 2015.

C. Resolution Adopting a Schedule of Holidays and Early Closing Dates for 2015- After some discussion, a motion was made by Dr. Pritchard to adopt the schedule with a change to the Memorial Day hours (open 9am to 2pm). Mr. Denney seconded and the motion passed with all present in favor.

D. Resolution Approving a Petty Cash Fund for Calendar Year 2015-Mr. Denney moved to renew the petty cash fund in the amount of \$500.00 for 2015. The motion passed with a second from Mr. Mallon and a unanimously favorable roll call vote.

E. Wetlands Proposal- Jennifer Shirk spoke with the library's attorney and the State Librarian and brought suggestions to re-work the proposal so that it better fits within a library purpose. The programs are presented to the children within the Library. Mr. Broadley moved to continue the Wetlands programming with a second from Mr. Denney. The motion passed with a roll call as follows: Shirk, yes; Batastini, abstain; Broadley, yes; Denney, yes; Pritchard, yes; Peters, yes; Mallon, yes; Taylor, abstain.

F. Resolution Approving a new cleaning contract with Seven C's Cleaners for 2015-Mr. Broadley moved to approve the resolution renewing the cleaning contract with a second from Mr. Batastini. All present were in favor.

PRESIDENT'S REPORT: A motion was made to change the March 2015 Board meeting date from March 9 to March 16, 2015 by Mr. Denney. With a second from Dr. Pritchard, it passed with a unanimously favorable roll call vote.

DIRECTOR'S REPORT: Leslie Clarke reported that the Wetlands programs are running well and are being well-received. Flyers for a college money planning seminar will be given to Dr. Taylor for distribution throughout the schools. Patrons have been leaving many well wishes to the library on paper hearts being posted in recognition of "I Love My Library" Month.

COMMUNICATIONS/CORRESPONDENCE: One (1) "thank-you" was read.

FRIENDS & VOLUNTEERS REPORT: Elaine Wilson offered "Thanks" to the Board for sponsoring their December luncheon. "Read Across America" will take place March 2 and members were invited to the schools to read to children.

BUILDING ISSUES: N/A

OLD BUSINESS:

- A. Bookmobile- After the company receives final payment, the delivery of the vehicle will be scheduled. Leslie Clarke will reach out to the City members to answer various questions presented including identifying where the vehicle may be kept.
- B. Director Update- Five (5) applications were received by the state and three (3) were rejected leaving two (2) applicants. One applicant was not interested in the position currently so the remaining applicant was interviewed. The interview consisted of written and verbal responses and required a “First 90-day vision” of the applicant. Mrs. Shirk reported that she was very comfortable with the selection and that her vision is good and in-line with the Board’s.

AUTHORIZATION TO ENTER EXECUTIVE SESSION TO DISCUSS LIBRARY DIRECTOR WAGES

Mr. Batastini moved to go into closed session to discuss the Library Director’s wages with a second from Dr. Pritchard. All present were in favor.

Dr. Pritchard moved to exit executive session and re-enter open session with a second from Mr. Denney so that action may be taken. All present were in favor.

ACTION ON CLOSED SESSION

- A. Resolution Approving the Appointment of Karen Mahar as Library Director
Mr. Denney moved to appoint Karen Mahar as Library Director effective February 9, 2015. Dr. Pritchard seconded the motion and all present were in favor by roll call vote.

Mr. Denney moved to pay the annual salary of \$85,000.00 to the Library Director for duties performed with a second from Dr. Pritchard. The motion passed with a roll call vote as follows: Shirk, yes; Batastini, yes; Broadley, no; Denney, yes; Pritchard, yes; Peters, yes; Mallon, no; Taylor, yes.

PUBLIC COMMENT: None.

ADJOURNMENT: A motion to adjourn at 6:55p.m. was made by Mr. Denney and seconded by Dr. Pritchard. All present were in favor.

Respectfully Submitted:

Ron Denney, Secretary