

**MEETING OF THE BOARD OF TRUSTEES-** January 8, 2018

**CALL TO ORDER:** President Jennifer Shirk called the meeting to order at 4:04pm.

**ANNOUNCEMENT OF COMPLIANCE WITH OPML:** Notice of this meeting was posted in the City Clerk's office and was advertised in the December 27, 2017 Ocean City Sentinel and in the December 29, 2017 Atlantic City Press, posted on the Library's website, and posted on bulletin boards inside the library.

**RECORDING OF ATTENDANCE:** (Roll Call) Jennifer Shirk, Dr. Pritchard, Brian Broadley, Dustin Peters, Tim Kelley, Lauren Cowden, Mike Allegretto. Karen Mahar, Leslie Clarke.

A. Resolution Approving an Election of Officers for Calendar Year 2108

The Personnel Committee proposed the following slate: President-Jennifer Shirk, Vice President-Fred Marcell, Treasurer-Dr. Connie Pritchard, Secretary- Ron Denney. Brian Broadley moved to accept the resolution with the proposed slate of 2018 officers. The motion passed with a second from Dr. Pritchard and all present in favor.

**APPROVAL OF MINUTES:** Brian Broadley moved to approve the minutes from the December 2017 meeting with a second from Dr. Pritchard. All present were in favor.

**TREASURER'S REPORT:** Dr. Pritchard reviewed assets and liabilities. (See motion approval below)

**ACTION ON BILLS:** Dr. Pritchard presented the bills for approval. Upon no questions, Brian Broadley moved to approve the Treasurer's Report and pay the bills presented with a second from Jennifer Shirk. The Treasurer's Report passed with all present in favor and the bills were paid with all present in favor by roll call.

**PRESIDENT'S REPORT:** President Shirk began her report by informing members that she would be putting together a new committees list for the Board for 2018. She will also be sending out the Trustee Manual for all the members before the next board meeting. Congratulations were offered to Karen and Leslie and the library on being named a STAR Library by the Library Journal. Out of hundreds of libraries in the state, only six (including the OCFPL) were given that recognition. President Shirk noted that although the library is well funded, that doesn't necessarily translate into an automatic given since 3 libraries in the state file a return to taxpayers and not all of them were on that list.

**DIRECTOR'S REPORT:** Director Mahar reported that events on First Night were a success at the Library/Community Center. All scheduled events were well attended. She received many compliments on the facility. Security Guard Update- the security guard is a welcome presence from staff and patrons alike. He has been very helpful in assisting staff with safety concerns and works well in cooperation with the Community OCPD officers. One problem patron has been officially banned with cooperation of the OCPD. The OCPD has also spoken with the parent of a minor who has been causing some problems. The mother agreed to cooperate with authorities in keeping her child from the facility until further notice.

**COMMUNICATIONS/CORRESPONDENCE:** N/A

**FRIENDS AND VOLUNTEERS REPORT:** There was no meeting in January.

**BUILDING ISSUES:** N/A.

**OLD BUSINESS:** A. Res. Adopting a Temporary Budget for Calendar Year 2018- After some discussion, Dr. Pritchard moved to accept the resolution for a temporary 2018 operating budget as presented with a second from Mike Allegretto. All present were in favor by roll call.

**NEW BUSINESS:** A. Res. App. A Cash Management Plan for 2018A. First Proposal of Operating Budget for 2018- Motion to accept the resolution as presented was made by Brian Broadley and seconded by Dr. Pritchard. All present were in favor by roll call.

- B. Res. Approving the OC Sentinel Ledger and the Press of AC as the OCFPL's Official Newspapers- motion to accept the resolution was made by Brian Broadley, seconded by Lauren Cowden, and passed with all present in favor.
- C. Res. Awarding Legal Services Contract for Calendar Year 2018 to Gruccio, Pepper, DeSanto and Ruth PA- motion to approve the resolution was made by Dr. Pritchard, seconded by Brian Broadley and passed with all present in favor by roll call.
- D. Res. Awarding Auditing Services Contract for Calendar Year 2018 to Ford, Scott, and Associates, L.L.C.- motion to accept the resolution was made by Brian Broadley, seconded by Mike Allegretto, and passed with all present in favor by roll call.
- E. Res. Approving Marketing/Advertising Contract for Calendar Year 2018 with WiserLink-tabled until next month.
- F. Res. Awarding Cleaning Services Contract for Calendar Year 2018 to CNS- motion to approve was made by Brian Broadley, seconded by Dr. Pritchard and passed with all present in favor.
- G. Bookmobile Report- Leslie Clarke reported on the year f2017 for the bookmobile statistics. In its fourth year of service, it currently has eleven stops. Its target populations are senior citizens, low income, pre-school, and school age children. Mrs. Clarke stated that there are currently three staff members designated for the bookmobile and that an additional staff member would be beneficial to substitute when regular staff are absent. It was serviced twice in 2017. Contests and giveaways are planned for 2018 in addition to the regularly scheduled activities.

**PUBLIC COMMENT:** N/A.

**ADJOURNMENT:** Brian Broadley moved to adjourn at 4:43pm with a second from Mike Allegretto. All present were in favor.