

Library Board of Trustee Minutes from the Meeting on November 19, 2018

Call to Order: 4:01pm

Announcement of Compliance with OPML: This meeting was advertised in the November 7, 2018 Ocean City Sentinel and the November 8, 2018 AC Press, posted on the Library's and City's website, on bulletin boards inside the library and in the City Clerk's office.

Attendance: Jennifer Shirk, Fred Marcell (via telephone), Dr. Pritchard, Dustin Peters, Lauren Cowden, Mike Allegretto, Karen Mahar, Leslie Clarke.

Approval of the Minutes: A motion was made by Dr. Pritchard to approve the October 2018 minutes with a second from Jennifer Shirk. All present were in favor.

Treasurer's Report: Dr. Pritchard reviewed the report including the assets and liabilities. She noted that the final payment to the City would be made in December. Director Mahar offered a brief explanation of interest earned figures. Significant money will be disbursed for IT projects at the end of the year.
(See below for approval motion)

Action on Bills: Dr. Pritchard requested clarification of a few of the vendors and what they provide. President Shirk noted an invoice for new computer center chairs. Fred Marcell requested clarification of a person who, it was explained, presents meditation workshops. Fred Marcell moved to accept the Treasurer's Report and pay the bills with a second from Lauren Cowden. All present were in favor to accept the Treasurer's Report and all present were in favor by roll call to pay the bills.

President's Report: Jennifer Shirk requested that a meeting be held by the Budget Committee and the Personnel Committee prior to the next Board meeting. She referred members to an article in the New York Times that made a favorable case for continued need of libraries. The article cited examples of the way libraries provide a free "social infrastructure" to many and are not simply housing for books, and therefore, not obsolete.

Director's Report: Director Mahar will attend an NJLA Management Forum on November 28. Based upon state report statistics, the Ocean City Library was deemed a "four-star" library, moving up one star from prior determinations. Signage has been restored to the Bookmobile which had been removed in the process of successful rust repair. The annual holiday festival will be held on Sunday, December 2. In the quarterly check by the bug-sniffing dogs, an alert was given in the 800 section of non-fiction. The books were removed from the shelf and the dogs did not alert to the shelf after that. They did alert to the books, which were placed in the freezer as a preventative measure even though no bugs were found.

Communications/Correspondence: None.

Friends and Volunteers: It was noted that the Friends' room was included in the dog-check. The author luncheon was a huge success. An informational table in the atrium was hosted by members for National Friends of the Library Week. Welcome Night was well-attended. The 3rd Grade Reading Club with parents has begun. Each member was provided with an embroidered bookmark crafted by the O.C. Embroidery Guild. There was a successful writing workshop presented to students at the Intermediate School and sponsored by the Friends group. Audio equipment has been purchased and is in use for seniors at The Shores. A new Friends group president will be presented at the December meeting. The group offered \$500.00 for a holiday luncheon for library staff members in appreciation of a good working relationship

between the groups. The next Book Sale will be held on December 7 and 8 in the atrium. \$3,000.00 was raised for the sale of books from the “dollar cart”.

Building Issues: None.

Old Business:

Second Floor Reno. Update:

President Shirk outlined three reasons that the bid process will be delayed as follows:

1. With many variables and changing numbers affecting other line items, it is difficult to accurately budget. Scheduling it to span over two budget cycles is preferable.
2. Originally, the construction was to begin in October and be completed prior to Summer. With specs still being formulated and no beginning date in sight, it is preferable to delay the project to avoid causing disruption in the busy summer months.
3. A new NJ Library Construction Act has been passed that will offer matching funds to libraries planning construction projects. The state is currently drafting regulations and Director Mahar has been communicating with the State Library to be apprised of application and fund availability.

It was determined that it would be optimal to advertise for bids in August 2019 with a goal of construction completion before Memorial Day 2020. The Board consensus was favorable to Director Mahar’s recommendations for delay.

New Business: A. Res. To Transfer Funds Between Line Items: Director Mahar read the four proposed transfers. Upon no questions, they all passed upon a motion from Dr. Pritchard with a second from Mike Allegretto and finding all present in favor by roll call.

B. Res. Accepting the Wetland’s proposal for 2018: President Shirk noted that there is no change from last year’s proposal and the library has been approving this cooperation for five years. The proposal has a one-year duration for \$23,000.00. Fred Marcell requested the cooperation be highlighted in media coverage. Upon reading, a motion to approve was given by Dr. Pritchard, seconded by Fred Marcell, and found all present in favor by roll call.

C. Social Media Policy: Director Mahar reported that a recent post on Facebook precipitated the need for a comprehensive policy. There was some discussion regarding censorship issues and the responsibility of the library to remove and/or address complaints. Attorney Barse offered insight from current litigations and will report back to members after more investigation is performed.

Public Comment: Mike Allegretto requested assistance from the library in promoting a Community Service Award awareness that will be presented at the City’s Martin Luther King, Jr.’s program.

Adjournment: Dr. Pritchard moved to adjourn at 5:01pm with a second from Jennifer Shirk. All present were in favor.