

MEETING OF THE BOARD OF TRUSTEES-Board Meeting October 19, 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 4:09pm.

RECORDING OF ATTENDANCE: (Roll Call) Jennifer Shirk, Fred Marcell (via telephone), Ron Denney, Dr. Connie Pritchard, Mike Allegretto, Jon Batastini, Karen Mahar, Leslie Clarke, Sandy Crescenzo, Steve Barse.

APPROVAL OF MINUTES: Dr. Pritchard moved to approve the minutes from the September 2015 meeting with no changes. The motion was seconded by Jennifer Shirk and passed with all present in favor.

TREASURER'S REPORT: Jennifer Shirk reviewed the report in Mr. Broadley's absence. Upon no questions, Ron Denney moved to approve the Treasurer's Report with a second from Dr. Pritchard. All present were in favor.

ACTION ON THE BILLS: Jennifer Shirk reported that there was nothing out of the ordinary in the bills. She noted the second half of the full payment for Return To Taxpayers. The library is waiting for a bill from the City for gas reimbursement for the bookmobile. Jon Batastini moved to approve and pay the bills presented with a second from Ron Denney. All present were in favor by roll call.

PRESIDENT'S REPORT: Mrs. Shirk will contact Susan Globus for her assessment of our progress with the Strategic Plan.

Mrs. Shirk complimented the Library on the recent Social Media Class for Business which was presented in cooperation with ACCC and to which she attended. It was suggested that it be repeated.

(Mr. Batastini left the room briefly without a quorum, however the meeting continued as there was no business/action to be taken)

Current projects include work on an organizational chart and a DVD Policy for Board review.

Mrs. Shirk noted to members that text message alerts can now be sent by the library for overdues, etc.

DIRECTOR'S REPORT: A. Strategic Plan Update: Karen Mahar outlined some of the current partnerships underway between the library and outside entities including the Wetlands Institute and the OC Reads event featuring the book "Orphan Train".

IT Department Head, John Ruban, is currently working on a library app for mobile devices.

Four (4) new part-time Library Assistants have been hired at \$8.38/hour (current minimum wage). Two will be solely for the Circulation Desk while the remaining two will be trained for the Circulation Desk and bookmobile service.

The South Jersey Teen Library Group will be meeting here on November 13 thanks to the efforts of Young Adult Librarian, Sara Bruesehoff.

Mrs. Mahar is working with Steve Longo regarding the installation of a Handicap Door on the 17th side of the building. Her current projects also include updating job descriptions and preparing a preliminary budget for 2016.

Karen finished her report by announcing that she is once again serving on the Board of the Literacy Volunteers of America for Atlantic and Cape May Counties. She outlined the group's services and invited members to attend an upcoming fundraiser on December 10, 2015.

COMMUNICATIONS/CORRESPONDENCE: A letter was received from a teacher at OCHS regarding a possible partnership with the library and the Marine Biology Academy.

An email was received from an employee of the Camden County Library requesting information on our bookmobile and its services. The information would be helpful as they develop their own bookmobile service.

FRIENDS & VOLUNTEERS REPORT: Sandy Crescenzo indicated the desire of the group to purchase and install an additional bike rack for the library. Karen will coordinate the effort with Mike Allegretto.

Mrs. Crescenzo invited members to an upcoming showcase of the projects created by the participants of the Family Creative Learning Project.

She reported that the Autumn Author Luncheon was a huge success.

She will report back to her group that the City is working with the landscapers responsible for the work outside the library regarding the faulty irrigation system and its role in the landscaping issues.

BUILDING ISSUES: N/A.

OLD BUSINESS:

- A. **Bookmobile-** Leslie Clarke reported that all usage statistics for the bookmobile are improving and have been emailed to members. The new driver is doing a fantastic job. Five (5) iPads have been purchased for use on the vehicle. Two (2) part-time employees have been hired to assist in staffing of the bookmobile. The employees will also be trained to work the Circulation Desk when necessary. Leslie Clarke is performing some programming at the remote locations and assured President Shirk that a newsletter will be forthcoming.
- B. **Branding Update-** Wayfinding signs and a logo have been installed in the library. There is a possibility of banners on the boardwalk or on the lightposts in the Community Center parking lot. The branding is being applied successfully and consistently on event cards and advertising. Business cards and a T-shirt logo are in the works. A mailer is also being planned to promote the bookmobile services.

NEW BUSINESS: Issues regarding Pops' performances at the library have been settled to date. This information was offered in response to a member's question. A suggestion was offered regarding a partnership with the Pops for foreign language programs.

PUBLIC COMMENT: Sandy Crescenzo requested that the bookmobile schedule be present and current on the library's website. She complimented the library's display for the OC Reads programming and relayed that numerous positive comments are received about the library by the group at its many functions.

AUTHORIZATION TO ENTER CLOSED EXECUTIVE SESSION TO DISCUSS CWA BARGAINING UNITS:

A motion to enter the session to discuss CWA bargaining units was offered by Jon Batastini at 4:50pm and seconded by Ron Denney. All present were in favor.

(Fred Marcell exited the meeting via telephone)

A motion to exit executive session was made by Ron Denney at 5:07pm and seconded by Jon Batastini. All present were in favor.

ADJOURNMENT: A motion to adjourn was made by Ron Denney at 5:08pm and seconded by Dr. Pritchard. All present were in favor.

Respectfully Submitted:

Ron Denney, Secretary

RD:bag