

MEETING OF THE BOARD OF TRUSTEES- October 10, 2017

CALL TO ORDER: President Jennifer Shirk called the meeting to order at 4:01pm.

ANNOUNCEMENT OF COMPLIANCE WITH OPML: Notice of this meeting was posted in the City Clerk's office and was advertised in the December 28, 2016 Ocean City Sentinel and in the December 29, 2016 Atlantic City Press, posted on the Library's website, and posted on bulletin boards inside the library.

RECORDING OF ATTENDANCE: (Roll Call) Jennifer Shirk, Fred Marcell, Dr. Pritchard, Lauren Cowden, Tim Kelley, Mike Allegretto. Karen Mahar, Leslie Clarke, Steve Barse.

APPROVAL OF MINUTES: Dr. Pritchard moved to approve the minutes from the September 2017 meeting with a second from Fred Marcell. All present were in favor.

TREASURER'S REPORT: Dr. Pritchard reviewed assets and liabilities. Three of four appropriations from the City have been received to date. On October 5, the "Return to Taxpayers" figure was paid in full. (See motion approval below)

ACTION ON BILLS: President Shirk noted the only two different bills were the "Return to Taxpayers" figure and the payment for the author for OC Reads. Upon no further questions, Fred Marcell moved to approve the Treasurer's Report and pay the bills with a second from Mike Allegretto. 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 reported on a webinar she attended regarding opioids in libraries and communities.

The Policy Committee is in the process of reviewing multiple policies for board review.

There is a need to schedule meetings of the Personnel Committee (M. Allegretto, F. Marcell, R. Denney) and the Budget Committee (J. Shirk, C. Pritchard, B. Broadley).

The author luncheon was interesting and well attended. Mrs. Shirk expressed appreciation to members who were in attendance.

DIRECTOR'S REPORT: Director Mahar outlined many of the programs that have been happening at the library and encouraged members to sign up for the online newsletter if they have not done so already.

Inventory of the collection is currently in progress and is scheduled to be completed prior to the beginning of the second floor renovations. Mr. McLees is preparing the next step of the proposal of the renovations for Board presentation.

One (1) part-time employee has been hired for the reference desk in the title of Librarian 1 at \$21.50/hour.

The accountant is looking to address the status of our fixed assets.

The donated grand piano has been replaced by an upright piano. There was a brief discussion regarding the use of the piano in the lecture hall.

There was a question from Fred Marcell regarding the timeline for the second floor renovations and its cost in relation to budgetary considerations. Director Mahar responded that the cost of the renovations is included in the budget proposal and the renovations are to be started and completed in 2018.

COMMUNICATIONS/CORRESPONDENCE: Various thank you notes, library ads, and an article in Shore Local featuring the library's YA Department were presented.

FRIENDS AND VOLUNTEERS REPORT: Vice-President, Pam Hepner thanked members for attending the author luncheon. Participation in the Block Party was a success.

The group is sponsoring an upcoming writing workshop at the OC Intermediate School. They will also be hosting promotional tables for National Friends and Volunteers Week, Welcome Night at the Civic Center and events for the City's Quiet Festival.

BUILDING ISSUES: Thanks were offered to Mike Allegretto for the work on the exterior of the facility.

OLD BUSINESS: Community Police Officers have a daily presence in the library. They will also be present for the upcoming ghost program where a large attendance is expected.

NEW BUSINESS: A. Res. To Amend Patron Policy Table of Contents: The updates were reviewed. After a brief general discussion, Dr. Pritchard moved to approve the resolution amending the Table of Contents of the Patron Policy Handbook. The motion passed with a second from Mike Allegretto and finding all present in favor.

B. Res. To Approve Community Book Club Policy: Fred Marcell asked for general information on how the library manages the book clubs. The policy has been in place for many years but was never officially approved by the Board. The acquisition librarian made recommendations to the Policy Committee who then reviewed it with the library's attorney. Director Mahar reviewed the policy and the club criteria for Board members. She emphasized that the clubs are not competition for local bookstores because the library does not provide free books to the club members. Rather, through cooperation from the library, purchase of the books from local stores is encouraged. Dr. Pritchard moved to approve the resolution to approve the Community Book Club Policy. The motion passed with a second from Fred Marcell and finding all present in favor.

PUBLIC COMMENT: JIF Safety Training is available to City employees in the lecture hall on October 17. There will be a Literacy Volunteer Fundraiser on October 22.

ADJOURNMENT: Fred Marcell moved to adjourn at 4:39pm with a second from Jennifer Shirk. All present were in favor.