

## **MEETING OF THE BOARD OF TRUSTEES-Board Meeting September 14, 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, Fred Marcell, Dr. Connie Pritchard, Dustin Peters, Jim Mallon, Mike Allegretto, Dr. Kathleen Taylor, Karen Mahar, Leslie Clarke, Sandy Crescenzo, Steve Barse.

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

**TREASURER'S REPORT:** Jennifer Shirk reviewed the report in Mr. Broadley's absence. Upon no questions, Mr. Peters 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 that there is one payment remaining for the Wetlands programming. Another proposal for future programs is expected in the Fall. A few vendors and their services provided were clarified for Mr. Marcell. Fred Marcell moved to approve and pay the bills presented with a second from Dr. Pritchard. All present were in favor by roll call.

**PRESIDENT'S REPORT:** Mrs. Shirk reported that the Bookmobile Service is going well and complimented the staff on working together successfully. The Personnel Committee met with Karen Mahar regarding the progress on an updated organizational chart.

Mrs. Shirk noted the new banner present on the 17<sup>th</sup> Street entrance and it's consistency with the current branding initiative.

An updated Trustee manual is available for Board members at the NJ State Library site. She also mentioned an opportunity presented by NJLA regarding the activity of Friends' groups.

**DIRECTOR'S REPORT:** Director Mahar reported that positive feedback of the new Programming Librarian, Julie Brown has been received. The new Part-time Children's Librarian is also working out well. Four persons were interviewed for the Bookmobile Driver position. A background check is being awaited on the selected candidate. A search is currently in progress for a Library Assistant for the bookmobile. Additionally, Part-Time Children's Library Assistant, MaryLee Shanahan, has retired. Mrs. Mahar reviewed some of the many successful programs from this summer and highlighted upcoming Fall events.

**COMMUNICATIONS/CORRESPONDENCE:** N/A.

**FRIENDS & VOLUNTEERS REPORT:** Sandy Crescenzo distributed Author Luncheon tickets of which 320 total were sold. She also presented an update on the Family Creative Learning Project which begins again on September 23. Information from NJLTA is to be made available to the group and Joan Sambucci is scheduled to coordinate efforts for a hospitality table in the atrium for Friends' Week with Becky Greene.

**BUILDING ISSUES:** A quote to repair the broken doors on the 17<sup>th</sup> Street side of the building and to make them ADA accessible is being sought. The original bathrooms are to be updated. Stair treads have been installed successfully.

**OLD BUSINESS:**

- A. Bookmobile-** Leslie Clarke reported that statistics have doubled including circulation, check-ins, and attendance. Recent visits included the Air Show and local pre-schools where puppet shows were presented. The newly hired driver is a success and there is currently a search in progress for a Library Assistant for the bookmobile. It was mentioned that having a bi-lingual ability on the vehicle is beneficial. A new Fall schedule is available and additional stops are being investigated.
- B. Branding Update-** Wiser Link is to prepare an event calendar and they are doing a successful job with the ads and event cards. We are currently awaiting way finding signs for the building.

**NEW BUSINESS:**

Mike Allegretto, the new Director of Community Services for the City, was introduced to the board.

Jim Mallon left the meeting at 4:15pm

**PUBLIC COMMENT:** An inquiry by Sandy Crescenzo as to the possibility of sponsorship of concerts within the Library by the Friends group was welcomed. It was noted that the event cards for the upcoming OC Reads program were to be given to Becky Greene to be included with the program for the Author Luncheon. Fred Marcell clarified the intention that Mike Allegretto is to eventually replace Jim Mallon on the Library Board.

**ADJOURNMENT:** Mr. Allegretto moved to adjourn at 4:35pm with a second from Fred Marcell. All present were in favor.

Respectfully Submitted:

---

Ron Denney, Secretary

RD:bag