

MEETING OF THE BOARD OF TRUSTEES-Board Meeting September 12, 2016

CALL TO ORDER: Jennifer Shirk called the meeting to order at 4:02pm.

ANNOUNCEMENT OF COMPLIANCE WITH OPML: Notice of this meeting was posted in the City Clerk's office and was advertised in the January 13, 2016 Ocean City Sentinel and in the January 13, 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, Ron Denney, Brian Broadley, Dustin Peters, Dr. Taylor, Jon Batastini (4:15pm), Mike Allegretto (4:15pm). Karen Mahar, Leslie Clarke.

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

TREASURER'S REPORT: Dr. Pritchard reviewed the report. She identified the services rendered by certain vendors that may be unknown to some Board members. Mr. Broadley noted a correction that needs to be made to a negative number in the "Liabilities" column that should be in the positive. Money under "Building Improvements" has been earmarked for the re-design of the second floor and renovations to a staff bathroom. Brian Broadley moved to accept the report with a second from Fred Marcell. All present were in favor.

ACTION ON THE BILLS: Brian Broadley moved to pay the bills with a second from Fred Marcell. All present were in favor by roll call.

PRESIDENT'S REPORT: President Shirk reported that there was a pre-budget meeting for the budget committee comprised of herself, Dr. Pritchard, Fred Marcell, and Assistant Library Director Leslie Clarke. They will meet again in October and present a preliminary budget in November. The goal is to discuss the preliminary budget in December and vote upon it in January 2017.

Mrs. Shirk attended the annual Library Trustee Institute meeting with Director Mahar. Overall, they felt that this year's meeting was not as informative as other years. Emphasis was placed on ensuring that libraries are interactive and act as an institute for learning rather than just providing access to information.

DIRECTOR'S REPORT:

A. Strategic Plan Update

In adhering to the Strategic Plan, community partnerships are constantly encouraged. Recent plans include continued cooperation with the Wetlands Institute and the Ocean City Theatre Company. Free classes by ACCC are on the fall schedule. A cooperative use agreement has been enacted with the South Jersey Jazz group for the shared use of its Grand Piano, housed in the library's lecture hall. It is noted that it is covered by the library's insurance.

Due to the recent loss of seasonal employees and multiple employees on leave, three new Library Assistants have been hired at \$10/hour. Staff evaluations are to be completed by the end of the year.

Many successful programs have contributed to increased attendance statistics as noted by Fred Marcell. These programs included the OCHS Crew team visit in coordination with the OC Reads event and OC Pops concerts.

COMMUNICATIONS/CORRESPONDENCE: “Thanks” were received from the American Legion and a complimentary letter received from a patron calling the OC Library and staff a “community treasure” was read by President Shirk.

FRIENDS AND VOLUNTEERS REPORT: Sandy Crescenzo reported that tickets for the author luncheon are sold out. Maker Space kits were donated to the Young Adult Department. The group is searching for a receptacle for receiving donations.

BUILDING ISSUES:

- A. Roof Leaks- Karen Mahar has met with Roger Rinck and the contractor has checked back on the work. There are no leaks to date.
- B. Landscaping/Building Maintenance- Director Mahar met with Mike Allegretto and PW Director Joe Berenato regarding the exterior of the building. Quotes to replace the faulty irrigation system are being sought. Stone fill is being used in many spots and pavers will be used near the bike rack to protect the landscaping nearby. Fred Marcell noted the poor appearance and apparent neglect of the building’s exterior in general. His observation was noted by Mike Allegretto.

Mahar met with Steve Longo who will supervise the power-washing and re-painting of the 17th Street side steps.

Mahar also met with the library’s cleaning company manager to note the poor quality of services. The current contract expires at the end of the year.

OLD BUSINESS:

- A. Bookmobile- The schedule is now being printed in local newspapers and the library’s web site. Increased success has been found in outreach initiatives to the local Hispanic community. Lettering in Spanish is to be added to the vehicle.
- B. Security Concerns- Director Mahar met with Dave Hall of the OCPD who specializes in preparing safety plans for local businesses including the Tabernacle and schools. He has placed the library on a route for police presence at random times. He will begin a preliminary Safety Plan for the library which includes additional security cameras on the interior and exterior of the building. Officer Hall stressed that staff should not hesitate to call 911 in an emergency or 399-9111 in the event of a non-emergency.

NEW BUSINESS:

- A. Resolution Authorizing Entrance into a Cooperative Pricing Agreement- It is Director Mahar’s recommendation that the library join the agreement based upon information received from City Purchasing Agent Allison Hanson. Membership is free and would give the ability to get better pricing on items including janitorial supplies. Ron Denney moved to accept the resolution based upon Director Mahar’s recommendation. The motion was seconded by Jennifer Shirk and found all present in favor.

B. Trustee Short-Take- members watched a training video about Director-Board relationships.

PUBLIC COMMENT: There was no public comment.

ADJOURNMENT: A motion to adjourn was made by Jon Batastini and seconded by Jennifer Shirk at 5:00pm. All present were in favor.

Respectfully Submitted:

Ron Denney, Secretary

RD:bag