

## **Library Board of Trustee Minutes from the Meeting on September 10, 2018**

**Call to Order:** 4:00pm

**Announcement of Compliance with OPML:** Notice of this meeting was included in the Annual Schedule of Meetings that was approved by the Board of Trustees at their monthly meeting on Monday, December 11, 2017. The Annual Schedule of Meetings was advertised in the December 27, 2017 Ocean City Sentinel and the December 29, 2017 AC Press, posted on the Library's website, on bulletin boards inside the library and in the City Clerk's office.

**Attendance:** Jennifer Shirk, Fred Marcell, Dr. Pritchard, Brian Broadley, Dr. Taylor, Lauren Cowden, Mike Allegretto, Karen Mahar, Leslie Clarke.

**Approval of the Minutes:** A motion was made by Brian Broadley to approve the August 2018 minutes with a second by Fred Marcell. All present were in favor.

**Treasurer's Report:** Dr. Pritchard reviewed the report including the assets and liabilities. She noted that all was standard. (See below for approval motion)

**Action on Bills:** All standard. Fred Marcell questioned the possibility of investing funds in short term CDs. Director Mahar explained this is not allowed with public money. Funds would be put into the NJ Cash Management Fund. Brian Broadley 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 reported that the presentation of the second floor renovations was well received by approximately 25 attendees including four news outlets. The public consensus was that the plans are acceptable and reassurances that services would be expanded upon were welcomed. There has been no negative feedback to date. Compliments were offered to Director Mahar who was favorably featured in Glory Days magazine. The Library Trustee Conference will be October 27.

**Director's Report:** Director Mahar reported that only positive feedback has been received on the renovation plans. Plans are on display and available at the Reference desk. The Bookmobile was in need of repairs which were covered under a recall. It was repaired for free and should be ready in time for the air show. Director Mahar has met with members of the Road Police Safety group in regards to a partnership aimed at increasing public awareness of safety. Officer Pat Randalls confirmed the returned police presence of three officers from 2:30pm to 5:00pm after school begins. The Board was informed of the need for an additional part-time employee for the Computer Center. This employee would work 28 hours per week maximum at \$11.00/hour.

**Communications/Correspondence:** The Ocean City Library is the recipient of the bronze award for the "Best of The Press" for libraries. A compliment from a summer renter was

received in the suggestion box. Proof of Publication was presented for the audit synopsis. Various donations and thank you notes from sponsorships were also presented.

**Friends and Volunteers:** President Debra Moreland informed that the group did not meet today due to tidal flooding issues.

She attended the public presentation of the renovation plans and thanked the board for the information.

Mrs. Moreland reported on a recent meeting held with school administrators to discuss the intentions of the group for 2019 and the partnership between the entities was reaffirmed.

The August Book Sale resulted in approximately \$1600.00 for the group. The next sale will be held in December.

Ninety bags were delivered for the "First Day of Kindergarten" project.

Equipment was purchased and delivered to The Shores to aid residents with audio-listening.

The Author Luncheon is to be held on October 4, 2018 with guest, Denise Kiernan. Tickets are \$35.00 per person. Approximately 15 library employees to date are scheduled to attend.

**Building Issues:** Bill McClees is preparing renovation plans for bid.

Security personnel are working out well.

A recently banned patron has returned to the library with no problems to date.

Heavy rains caused some leaks. Public Works has been contacted.

**Old Business:** N/A.

**New Business:** A) Res. To Approve 3D Printer Policy: President Shirk compared the policy to similar ones from other libraries and offered some suggestions/additions for the policy.

Members discussed the suggestions including cost, time restrictions, and trademark and copyright responsibilities. Attorney Barse offered some additions to the policy for clarification.

Director Mahar will review the policy with staff members and return with a clean copy for next month's meeting.

**Public Comment:** Dr. Taylor informed the Board of a grant application submitted for free Pre-K in 2019. The notification of award is expected on October 1, 2018.

There is also a plan to present a transition program for students entering school entitled, "Raider Ready". She looks forward to partnering with the library on both of these endeavors.

**Adjournment:** Fred Marcell moved to adjourn at 4:51pm with a second from Jennifer Shirk. All present were in favor.