

Library Board of Trustee Minutes from the Special Meeting on January 17, 2023

Call to Order: 4:05pm

Announcement of Compliance with OPML: Notice of this meeting was advertised in the January 11, 2023, Ocean City Sentinel and the January 12, 2023, 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, Lauren Cowden, Tim Kelley, Mike Allegretto. Karen Mahar, Kathryn Brown, Steve Barse.

Resolution-Slate of Officers for 2023: Dr. Pritchard presented the proposed slate of BOT officers for 2023 as follows: Jennifer Shirk, President; Fred Marcell, Vice President; Dr. Connie Pritchard, Treasurer; Lauren Cowden, Secretary. No further nominations were made from the floor. Allegretto moved to approve the slate of officers for 2023 as read with a second from Cowden. The motion passed with all present in favor. There was a brief discussion regarding terms of office and who opens meetings under certain circumstances.

Approval of the Minutes: A motion was made by Marcell to approve the December 2022 minutes with a second from Cowden. All present were in favor.

Treasurer's Report: Pritchard reviewed the report with compliments from Marcell on a well-precedented 2022. (See below for approval motion)

Action on Bills: The bills were presented with Marcell noting that payments to various employees were made as reimbursements.

A motion to accept the Treasurer's Report and pay the bills was made by Allegretto and seconded by Marcell. All present were in favor of the motion to accept the Treasurer's Report and all present were in favor by roll call of accepting the bills.

President's Report: Various committees will be formed by next month and Board Manual revisions are forthcoming. WiserLink members will be present at the February meeting to discuss the Strategic Plan and survey results. Mahar will present Library statistics in February. Projects for 2023 include the review and possible revision of policies and bid preparation for the second-floor renovations.

Director's Report: Mahar offered updates on various library programming including cooperative class offerings with ACCC. The StoryWalk currently features the book, "The Mitten" by Jan Brett. Tax forms can be found in the Atrium and the Library will maintain past hard copies of the Sentinel with a possibility of a grant to digitize the copies. A new cleaning contract has been awarded and the services of cleaner, Paul Moon, will be retained. All is going well with the Bookmobile.

Communications/Correspondence: Mahar received a Christmas card from former Superintendent Taylor. Thanks were received from the school board for funding. Shirk reported that news of our StoryWalk had reached as far as Georgia.

Friends and Volunteers Report: A book sale is scheduled for March 17th & 18th. Baby bags are being delivered to SMC. Read Across America is scheduled for March 2nd and the group is in need of readers. A meeting is to be held to discuss a high school scholarship and the formation of a high school reading club. The Author Tea is scheduled for May 4th and the Author Luncheon for October 5th, both at the Flanders. Sales for the year surpassed 22K, with the budget seeing some increases. There are currently over 83 active members, and the group looks to revise their By-Laws soon. City approval is awaited for the addition of a lending library located at the StoryWalk to be built by local Eagle Scouts. The third grade reading club is going well.

Building Issues: Allegretto indicated that roof repairs could begin in the next few weeks after the removal of the solar panels. The OCPD have been holding informational meetings with library staff. Mahar continues

talks with the OCPD regarding Active Shooter training. Mahar will meet with engineer, Bill McLees, regarding the second-floor renovation project.

Old Business: Allegretto thanked Mahar and the school rep for First Night activities and assistance. Mahar thanked the Friends for their assistance in same.

New Business: A. Res. Adopting Temp. Budget: the temporary budget consists of 25% of the 2022 budget. Allegretto moved to approve the resolution adopting a temporary budget for 2023 with a second from Pritchard. The motion passed with all present in favor by roll call.

B. Res. Budget 2023: Mahar reviewed the proposed budget highlighting any changes. There was some discussion. The resolution to adopt an operational budget for 2023 will be presented again at the February meeting.

C. Res. Audit Services: tabled.

D. Res. Papers: Allegretto moved to approve the resolution appointing the Sentinel and the AC Press as official papers for the Ocean City Library with a second from Marcell. All present were in favor.

E. Res. Cash Management: Allegretto moved to approve the resolution approving the cash management plan for 2023 with a second from Cowden. All present were in favor by roll call vote.

F. Res. Advertising/WiserLink: Mahar read the proposal for a one-year contract. Allegretto moved to approve the resolution awarding a one-year contract to WiserLink for advertising and marketing services for the Ocean City Library for 2023 with a second from Cowden and all present in favor by roll call vote.

G. Res. Legal Services: Mahar read the proposal. Marcell moved to approve the resolution awarding a legal services contract for one-year for the Ocean City Library as read with a second from Allegretto. The motion passed with all present in favor by roll call.

H. Res. Cleaning Contract: Mahar read the proposal by PCS Cleaning Services. After a brief discussion, Allegretto moved to approve the resolution awarding an annual contract to PCS Cleaning Services as read. The motion passed with a second from Cowden and all present in favor by roll call vote.

Public Comment: None.

Executive Session: tabled.

Adjournment: Pritchard moved to adjourn at 5:05pm with a second from Allegretto. All present were in favor.