

Library Board of Trustee Minutes from the Meeting on May 11, 2020

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 9, 2019. The Annual Schedule of Meetings was advertised in the December 25, 2019 Ocean City Sentinel and the December 21, 2019 AC Press, posted on the Library's website, on bulletin boards inside the library and in the City Clerk's office. (ZOOM meeting info pub. dates: May 6, 2020)

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

Approval of the Minutes: A motion was made by Fred Marcell to approve the April 2020 minutes with a second from Dr. Pritchard. All present were in favor.

Treasurer's Report: Dr. Connie Pritchard, Treasurer, reviewed the balance sheet noting that revenues continue to be low due to the obvious effects of the COVID closing. (see below for approval motion)

Action on Bills: It was noted that WestGroup is a reference group providing NJ Statutes. Fred Marcell requested that the accountant go through the budget and highlight the effects of the past months for the board at a later date. There was nothing of note.

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

New Business: 2020-2025 Strategic Plan Presentation- Reps from WiserLink previewed the plan for members who are to question and peruse it and be prepared to vote upon its approval next month. The goal of the plan was to make it easily understandable and easy to execute. Each section was reviewed and members were given a chance to ask questions after each portion of the plan was presented. History of library, demographics, and community needs were included. The board consensus was that the plan was well done, well presented.

President's Report: Shirk noted that the library staff is on top of things considering the current situation and was pleased with staff performance. NJLA guidelines will be forthcoming and will be considered when drafting policies for the re-opening. Members were reminded to check their emails for important dates and information. There was a great article in the Sentinel highlighting the library and its virtual programming.

Director's Report: Mahar noted the impressive increase in digital circulation. We will be working within state guidelines for re-opening. A self-checkout machine has been purchased and is being configured by IT. A machine that sanitizes materials using light and air pressure has been purchased and will be vital in treating materials as they are returned. The OCFPL has been selected to partner with ACCC in presenting a program entitled, "BizHub" that presents information to small businesses. The program is at no cost to us. "Beanstack", an online reading club will begin soon. Participants can win gift certificates to local establishments. The NJ State Library Construction Grant is almost complete and will be submitted in early June.

A discussion on the possibility of upcoming potential litigation upon reopening was prompted by Marcell. Attorney Barse remarked on the difficulty in anticipating such. All agreed that operations must comply with state guidelines and efforts must be coordinated with other entities within the Community Center.

Communications/Correspondence: N/A

Friends and Volunteers Report: N/A

Old Business: A. Resolution Approving Intent to Transfer Funds: Fred Marcell moved to approve the resolution approving the intent to transfer excess funds to the City of Ocean City pending approval by the NJ State Library. Brian Broadley seconded and all were in favor by roll call.

Public Comment: There was a brief discussion regarding the uncertainty of employee pay source, summer hours, and the governor's guidance for reopening.

Adjournment: Brian Broadley moved to adjourn at 5:36pm with a second from Fred Marcell. All present were in favor.