

## **Library Board of Trustee Minutes from the Meeting on October 10, 2022**

**Call to Order:** 4:04pm

**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 13, 2021. The Annual Schedule of Meetings was advertised in the January 6, 2022, Ocean City Sentinel and the January 6, 2022, 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, Anne Guy. Karen Mahar, Kathryn Brown.

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

**Treasurer's Report:** Pritchard reviewed the report noting the Balances and the satisfactory progress of the Disbursements. (See below for approval motion)

**Action on Bills:** The bills were presented. Shirk explained reasoning behind two checks for one invoice from ACB Services. Marcell questioned payments to individuals that are, in fact, reimbursements to employees and payments to program contractors. Mahar noted the approximate appropriations figure for year 2023. Shirk noted a payment to herself for reimbursement for payment of Trustees' annual membership to an organization. A motion to accept the Treasurer's Report and pay the bills was made by Cowden 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:** The Story Walk Ribbon-Cutting Ceremony was successful and Shirk thanked all who attended. The Author Luncheon was well-done. A meeting with Wisser Link is to be held to discuss final survey results in December or January 2023. A recently attended Trustee seminar recommended policy revisions regularly which Shirk will continue to spearhead. Policy revisions and Organizational Chart updates determined by the Policy and Personnel Committees will be presented at an upcoming Board meeting.

**Director's Report:** Mahar reported that two part-time Computer Center employees and two part-time Circulation employees were hired at \$13/hour to replace employees who resigned in good standing. The Story Walk was successful and received positive press. Mahar distributed information on current programming including "Readers in Nature".

**Communications/Correspondence:** OCTC thanked the Library for their sponsorship. Mahar read a complimentary letter of library staffing from a longtime patron.

**Friends and Volunteers Report:** Over three-hundred tickets were sold for the Autumn Luncheon. Planning has begun for the Spring Tea. A new chairperson for the luncheons is being sought. Recent proceeds include over \$700 from the Block Party and over \$400 from the dollar cart sales. Baby Bags have begun to be delivered again to SMC. There was a brief discussion of a "Library Box" along the Story Walk. Mahar will investigate further.

**Building Issues:** New and old leaks continue. HVAC response has been good. The City has a new roof on schedule.

**Old Business:** None.

**New Business:** None.

**Public Comment:** None.

**Adjournment:** Marcell moved to adjourn at 4:36pm with a second from Cowden. All present were in favor.