

Library Board of Trustee Minutes from the Meeting on October 10, 2023

Call to Order: Shirk called the meeting to order at 4:08pm.

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 12, 2022. The annual schedule of meetings 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, Mike Dattilo, Anne Guy (4:14), Dr. McCartney (4:13), Karen Mahar, Kathryn Brown, Steve Barse.

Approval of the Minutes: A motion was made by Pritchard to approve the minutes of the September 2023 meeting with a second from Dattilo. All present were in favor.

Treasurer's Report: Pritchard reviewed the report highlighting expected monthly income and expenses, noting that interest was better than anticipated. One more payment is due to the City and one more payment is expected from the City. Pritchard remarked positively at the expenditures for employee conferences. It was noted that many annual contracts are due at the end or the beginning of the year, with some for online databases scheduled for payment before the end of this year. The Special Activities line item covers the upcoming expense for First Night and the jitney service. There is no anticipation at this time to move money between line items prior to the end of the year. Mahar responded to a question from Marcell explaining that the state aid received is determined by the annual report submitted earlier in the year. There is no stipulation on where the money is used, however the library must specify how it was used.

(413, McCartney enters)

(414, Guy enters)

Action on Bills: Pritchard reviewed the bills highlighting an annual online database payment, services included are access to the Press, Press resources, and multiple news resources. Shirk will receive reimbursement for the renewal of a Trustee membership and therefore, will abstain from voting on the bills. Mahar remarked on the excellent attendance of concerts in response to Marcell's inquiry.

A motion to accept the Treasurer's Report and pay the bills was made by Marcell and seconded by Cowden. All present were in favor of the motion to accept the Treasurer's Report and all present were in favor by roll call of paying the bills, with abstention from Shirk.

President's Report: The Policy Committee has met and will present its Lactation Policy later in the meeting. It will also present an amended Circulation Policy at next month's meeting. Shirk will attend a workshop regarding the responsibilities and liabilities for Library Board members and report back with her findings. The recent Author Luncheon was a success with a more diverse crowd than usual in the attendance of over 300 persons. Shirk will be the recipient of the Woman of Wonder award at the Flanders on November 2, 2023.

Director's Report: Mahar reviewed programming from a brochure created by employee, Shannon Belden including the OC Reads program. The author will be visiting in early November and a contest is being coordinated with the OCHS librarian for front row seating. The PBA food truck event was successful and well-attended. The Library continues its partnership with the Chamber in presenting a leadership program. The Library has taken an ad promoting the 100th year anniversary of the Flanders. Collaborations will resume with fellow C.O.I.L. members (Coalition of Independent Libraries). Mahar will work with the bank to investigate the use of a P-card. Marcell would like statistics on membership and was pleased to learn of the Library's ongoing membership drives.

- A. One part-time Library Associate for the Childrens Department has been hired at \$26./hour. Over 3K attended the Summer Kids' programs and all were encouraged to visit the Story Walk. Some positive survey reviews were shared. One part-time computer center employee was hired at \$14.13/hour.

- B. Bookmobile: Some recall issues and repairs are currently being completed so that the vehicle will be ready for the Halloween Parade.

Communications/Correspondence: Compliments were received from a program presenter regarding the variety and success of library programming and noted that they bring attendees from as far as Cumberland County. Mahar noted that this occurrence brings revenue into the City.

Friends and Volunteers Report: None.

Building Issues: None.

New Business: A. Res. Lactation Policy: Shirk reviewed the need for the policy whose template was provided by Barse. The Policy Committee completed the appropriate changes. A motion to approve the resolution establishing a Lactation Policy for the Ocean City Free Public Library was made by Guy and seconded by Cowden. The motion passed with all present in favor.

Old Business: None.

Public Comment: A brief discussion, prompted by a question from Dattilo, was held regarding the scope of the project by Bill McLees and its inclusion of the outside grounds. Mahar responded that talks will continue to be held with the City regarding these issues, including a "campus" area and additional parking.

Adjournment: Cowden moved to adjourn at 4:49pm with a second from Guy. All present were in favor.