

## **Library Board of Trustee Minutes from the Meeting on December 11, 2023**

**Call to Order:** Shirk called the meeting to order at 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 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 (4:05pm), Dr. McCartney, Mike Allegretto, Ron Denney (non-voting), Karen Mahar, Kathryn Brown, Steve Barse.

**Approval of the Minutes:** A motion was made by McCartney to approve the minutes of the November 2023 meeting with a second from Allegretto. All present were in favor.

**Treasurer's Report:** Pritchard reviewed the report including assets and liabilities. Revenues for the month included a payment from the City. A bulk of the remaining funds for Special Activities will be used for First Night activities. (see below for motion)

**Action on Bills:** Pritchard reviewed the bills noting several purchases were made for audio materials. First Night expenses include payments to the City, performers, a shuttle service, photo booth, DJ and more.

(Anne Guy enters approx. 4:05pm)

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

**President's Report:** Shirk will have Barse check the by-laws regarding a member's ability to run a meeting remotely considering the difficulties that arose last month. Shirk complimented the indoor and outdoor décor of the Library as well as the web site. Some members whose tenure is up for renewal were advised to speak with Allegretto regarding reappointment. The Personnel Committee will meet to discuss upcoming CWA negotiations and the Director's evaluation. The Budget Committee will meet prior to next month's regular board meeting. Shirk noted that Leslie Burger, an original participant in the Library's Strategic Plan, has been appointed as Director of the ALA. An ALA article presented information suggesting GenZ and millennials are using libraries at a high rate and prefer print materials. A new Executive Board must be selected, and the Nominating Committee will meet and present a slate at the next board meeting. Anne Guy will chair.

**Director's Report:** The Holiday Festival welcomed over four hundred visitors. Mahar distributed information on a concert series and encouraged members to sign-up for the email newsletter.

A. Personnel: N/A

B. Bookmobile: Repairs are complete, and the vehicle participated in the Christmas parade. City Council will now be meeting two times per month. Volunteers will be attending the craft table during First Night. Mahar and Brown received a certificate of completion for the Chamber's leadership program.

**Communications/Correspondence:** Mahar read letters of compliment to the library.

**Friends and Volunteers Report:** President Wilson announced the passing of the group's secretary whose service will take place in January. There are two new committee chairpersons for the author tea and luncheon. Authors for both have already been selected. Over \$400 was raised by dollar cart sales and almost \$4,000.00 earned in the December book sale. The volunteer spots have been filled for First Night. Wilson will speak with Mahar regarding a new book drop. The lending library at the park is complete. It has been stocked with new books purchased from Sun Rose bookstore. A ceremony will be planned for Spring.

**Building Issues:** Mahar has met with PW regarding going to bid for replacement of the HVAC system in the first floor of the older area. No new leaks have been reported.

**Old Business:** None.

**New Business:** A. Res.: Petty Cash: Marcell moved to approve the resolution establishing a petty cash fund for 2024 in the amount of \$200.00. The motion passed with a second from McCartney and all present in favor by roll call.

B. Res. Holidays and Early Closings for 2024: After a brief discussion, it was decided that Juneteenth should be added to the list of holidays, however there will be no special hours and pay for work must be negotiated in a contract. Pritchard moved to approve the list as presented with the addition of Juneteenth. The motion passed with a second from Cowden and all present in favor.

C. Res. Board meeting dates for 2024: The October meeting is changed to Tuesday, October, 15. Marcell moved to approve the resolution establishing regular board meeting dates for 2024 with the October meeting change to Tuesday, October 15. The motion passed with a second from Dattilo and all present in favor.

**Public Comment:** Aidan Nunan requested that information regarding board members be updated on the library's web site.

**Motion to Conduct a Closed Session Pursuant to the provisions of the New Jersey Open Public Meetings Act to Discuss Matters Falling Within the Attorney-Client Privilege:** Dattilo moved to enter closed session at 4:40pm for the purpose stated where no action is to be taken. The motion passed with a second from Pritchard and all present in favor.

Allegretto moved to exit closed session and return to regular session at 5:02pm with a second from Pritchard and all present in favor.

**Adjournment:** Pritchard moved to adjourn at 5:03pm with a second from Allegretto. All present were in favor.