Library Board of Trustee Minutes from the Meeting on June 14, 2021

Call to Order: 4:06pm

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 14, 2020. The Annual Schedule of Meetings was advertised in the January 6, 2021 Ocean City Sentinel and the January 7, 2021 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, Anne Guy, Mike Allegretto. Karen Mahar, Kathryn Brown, Steve Barse.

Approval of the Minutes: A motion was made by Pritchard to approve the minutes from the May 2021 meeting as well as the minutes from the special meeting in June as presented. They were accepted upon a second from Allegretto and finding all present in favor.

Treasurer’s Report: Dr. Connie Pritchard, Treasurer, reviewed the report. She noted that the assets looked good and the liabilities were average for this time of year. There was nothing of note. (See below for approval motion)

Action on Bills:
It was noted that a majority of the larger bills were for digital materials. Marcell requested clarification on Capstone, a juvenile material vendor. Shirk noted one bill not present on the list to be paid for $17,150.00 to AC Party Rental for the program tent. A motion to accept the Treasurer’s Report and pay the bills was made by Marcell and seconded by Guy. All present were in favor to accept the Treasurer’s Report and all present were in favor to pay the bills by roll call.

New Business: Gene Volpe reviewed the audit report. He was pleased to be able to perform the audit on-site this year and complimented Director Mahar and Library Accountant Master on a great job. Volpe reviewed the management letter that was very minimal in comments and again credited Mahar and Master for a great audit. He answered any questions members had including one from Marcell regarding the use of the fund balance. Mahar took the opportunity to reassure the City that the library will continue to participate in the RTT should the legislation be changed in the future by the NJLA lobby efforts.
Pritchard moved to approve the 2020 audit as presented with a second from Allegretto. All present were in favor by roll call.
(note from Old Business: identify rooms with plaques)

President’s Report: Shirk thanked attendees to the Dr. Taylor tribute and noted that the library will be officially recognized by the BOE at their meeting in June.

Director’s Report: Mahar began her report by noting that the tent will be delivered within the week for outdoor programming. Its use will be scheduled like the meeting rooms. The library has returned to pre-COVID operating hours and the Quiet Study is available for use upon scheduling. An article appeared in OCNJ Daily highlighting the Construction Grant application. The Library will again sponsor the Art of Surfing Festival in early August. There are also plans in the works for collaboration with ACCC in becoming a hub link for Biz Hub, a small business center program. There are multiple programs planned for summer including the author of “Barbarian Days” and Scavenger Stories. The dogs were in for their quarterly check and discovered no traces of bed bugs. Mahar also informed the F&V group that the atrium has been approved for book sale use.

Communications/Correspondence: None.

Friends and Volunteers Report: The group has held their first in-person meeting since the COVID closure. They are slowly beginning to accept donations and are contemplating a book sale at the end of July. They
would also like to re-introduce the dollar cart. The group has purchased a poster printer for the library that is due in mid-July. They will be making a memorial donation in memory of past president, Barbara Weber. The group has received a sizeable check from Astra-Zeneca believed to be part of a matching donation program and 175 boxes have been packed for Better World Books.

Building Issues: None.

Old Business: 1) Resolution: Amend Patron Conduct Policy- the committee met two times to discuss revisions that were sent to members prior to this meeting. Shirk reviewed and there were no questions. Pritchard moved to accept the resolution approving the amendments to the Patron Conduct Policy as presented with a second from Allegretto. All present were in favor.

2) Resolution: Amend Meeting Room Policy- Amendments included the re-naming of room 111 to the Headley Room. Marcell confirmed that users must have insurance. Pritchard moved to approve the resolution approving amendments to the meeting room policy as presented with a second from Allegretto. All present were in favor.

3) Resolution: Amend Performer Contract- Shirk reviewed the changes. Pritchard moved to approve the resolution approving amendments to the performer contracts as presented with a second from Allegretto. All present were in favor.

(note to New Business)

Public Comment: None.

Adjournment: Allegretto moved to adjourn at 5:08pm with a second from Pritchard. All present were in favor.