Library Board of Trustee Minutes from the Meeting on May 10, 2021

Call to Order: 4:03pm

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, Brian Broadley, Anne Guy, Lauren Cowden, Dr. Taylor, Mike Allegretto. Karen Mahar, Kathryn Brown, Steve Barse.

Approval of the Minutes: A motion was made by Broadley to approve the minutes as presented with a second from Taylor. All present were in favor.

Treasurer’s Report: Dr. Connie Pritchard, Treasurer, reviewed the report including the assets. She noted appreciation for Glen Master’s (accountant) attention to distributions. Also noted was the library is at approximately 1/3 of the budget for the year. An annual comparison will be presented at the next meeting. Marcell requested current interest figures paid on accounts which Mahar will investigate. (See below for approval motion)

Action on Bills:
A few large bills noted were determined to be Reference materials. A motion to accept the Treasurer’s Report and pay the bills was made by Broadley 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.

President’s Report: Shirk will re-schedule the Policy Committee meeting to discuss the Patron Policy Conduct and Meeting Room Policies. The Audit is complete and a digital copy is being awaited that will be forwarded to members of the Audit Committee. A meeting can be held if needed, otherwise Volpe will attend the next meeting to review for the Board. The City has agreed to fund in its entirety, the canopy project on the 18th Street side of the building. An email has been sent offering attendance sign-up for a Trustee Check-In via ZOOM. Financial Disclosure statements have been sent to members and are due by the end of May. Guy has been sworn in by the City Clerk. The OCEF is sponsoring a fundraiser on June 4, 2021 at the Flanders commemorating the retirement of Dr. Taylor in August. All proceeds will benefit outdoor wellness centers for the three OC schools. Shirk thanked Taylor for her service.

Director’s Report: Mahar thanked Taylor for her service. Increased library operating hours have begun. A semi-permanent tent has been approved for installation on the 17th Street side library parking lot for outdoor programming. The City has given approval for the permanence of the Story Walk with possible funding from the Friends and Volunteers. Mahar met with City officials to complete the application for the state’s library Construction Act funding. The application is due by June 6. The audit is complete. Return to Taxpayer figures have been submitted to the state. A replacement is being sought for the position of Director of the Art Center upon retirement at the end of May by the current Director. Kate Devaney is the new Director of the Historical Museum which is currently open. The Library’s computer center capacity has been increased from 6 to 12 persons with a 1-hour limit allowing for social distancing. A study carrel with chair has been made available and the quiet study is being prepared for use. No library furniture will be available through the end of Summer. Class 2 Police will be on-site for Summer.

A. Personnel- Five PT, Library Assistants have been hired for Circulation at $12/hr. One PT, Library Assistant has been hired for the Children’s Department at $12/hr. One PT Computer Tech has been hired for the Computer Center at $14/hr.
Communications/Correspondence: An article appeared in the Philadelphia Inquirer regarding our book quarantining procedures. Mahar shared some emails received that offered positive feedback on the library. Thanks were received from Tim Kelley for the library funding of the Wetlands programs for the schools. A library ad that appeared in the Coast Guard Graduation program was shared.

Friends and Volunteers Report: The group has approved the purchase of a poster printing machine for the library. They are hoping to hold at least one book sale during the summer months but donations are not yet being accepted. Members continue to scan library discards that are sent to Better World Books and the Baby Bag program is progressing nicely.

Building Issues: The HVAC system is experiencing issues but should be covered under warranty. There has been talk of repairing the roof to correct the leaks.

Old Business: None.

New Business: A. Resolution –Amending Holidays/Early Closings for 2021: Marcell moved to approve the amended schedule as presented by Mahar with a second from Guy. All present were in favor.

Public Comment: Marcell questioned the feasibility of obtaining library recognition from the OC Chamber of Commerce. In response to a previous question from Marcell (under Correspondence) regarding the ease of finding and hiring applicants, Mahar responded that it was not too difficult and that there were approximately twenty applicants.

Adjournment: Taylor moved to adjourn at 4:37pm with a second from Broadley. All present were in favor.