

## **Library Board of Trustee Minutes from the Meeting on August 8, 2022**

**Call to Order:** 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 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, Lauren Cowden, Brian Broadley, Ron Denney, Dr. Friedman, Mike Allegretto, Karen Mahar, Steve Barse.

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

**Treasurer's Report:** The report was reviewed by President Shirk. (See below for approval motion)

**Action on Bills:** The bills were presented. President Shirk took out a check to Authors Unbound for the FVOL Author Luncheon. This will be up for approval later in the meeting as a resolution.

A motion to accept the Treasurer's Report and pay the bills was made by Marcell and seconded by Broadley. 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 audit will be presented at the next board meeting. President Shirk will send out the audit to the audit committee. Shirk reported on a meeting that she and Mahar had with Mayor Gillian, George Savastano and Michael Allegretto. The meeting went well and the mayor was receptive to the library's concerns. Security issues, the second-floor renovation, HVAC problems and the continued roof leaks were all discussed at length. Shirk and Mahar went over goals from 2019 that Mahar had presented at that time. Many issues were checked off the list and some remain to be completed. Shirk expressed that she will review existing policies, whether they need updating or not because this is a good practice.

**Director's Report:** Mahar met with Mayor Gillian and Allegretto regarding the HVAC in the library. They had a walk through of the facility. Strategic Work Plan update will be presented to the board at a future board meeting. An info card was sent out to OC residents with summer events. Marcell asked how many were sent out. Mahar will get that number for next meeting. The library services survey will be printed shortly after revisions are made. Marcell also asked about the number of surveys that will be printed. Mahar will also have this number for next meeting. StoryWalk "meet and greet" will be held Tuesday, August 16 at 10am at Lake Memorial Park. The library had a table at the "Art of Surfing". John Ruban the library's IT Manager helped the city to get a new TV for the atrium area near the senior center. He purchased, programmed and installed the TV. City installed the new phone system. The FIRM (flood insurance rate manual) is to be available to patrons at the library.

**A. Personnel:** Another part-time Library Assistant resigned in good standing. We advertised for the position and offered the job to the qualified candidate at a rate of \$13/hour.

**Communications/Correspondence:** None.

**Friends and Volunteers Report:** In the absence of the FVOL President Philips, Mahar gave this report. Upcoming book sale August 19 & 20. Author luncheon with Marie Benedict on Thursday, October 6. Tickets go on sale Friday, September 9 so if any board member is interested in attending, please let Mahar know by that date. Winter book sale December 2 & 3. This group put together 60- 1<sup>st</sup> day of kindergarten bags to be delivered to the school. The bag contains a book and school supplies.

In the absence of Kathryn Brown, Mahar reported on the book mobile. The book mobile will be in the baby parade. It is visiting the playgrounds around the city every week, the farmer's market and visiting shut-ins.

**Building Issues:** Discussed earlier in the meeting when reporting on meeting with Mayor Gillian.

**Old Business:** None.

**New Business:**

**A. Resolution to Approve Revised Board of Trustees Handbook for 2022.** Shirk explained the existing document has been updated and once approved she will send out digital copy to board members. Shirk noted that the organizational chart will be updated by Mahar and her staff and brought to the board for approval. Broadley moved to approve the resolution with a second from Marcell. The motion passed with all present in favor.

**B. Resolution to Approve \$4,000 to the FVOL in partnership for the annual Fall Author Luncheon.**

There was some discussion about how the fee to bring in the author this year is less than last year's fee. Denney moved to approve the resolution with a second from Broadley. The motion passed with all present in favor by roll call.

**Public Comment:** Denney commented on how busy the library seems this summer compared to last summer. There was positive discussion around this comment. Denney stated how proud he is of our library and library staff. Mahar thanked him.

**Adjournment:** Denney moved to adjourn at 4:46pm with a second from Broadley. All present were in favor.