

Library Board of Trustee Minutes from the Meeting on January 11, 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, Lauren Cowden, Dr. Taylor, Mike Allegretto. Karen Mahar, Steve Barse.

A. Res. Approving Election of Officers for 2021-

Broadley presented the slate as follows:

Jennifer Shirk- President

Fred Marcell- Vice President

Connie Pritchard- Treasurer

Lauren Cowden- Secretary

The floor was opened for other nominations of which there were none. Connie Pritchard moved to approve the resolution for the election of officers for the calendar year 2021 as presented. The motion passed with a second from Lauren Cowden and all present in favor.

Approval of the Minutes: A motion was made by Mike Allegretto to approve the December 2020 minutes with a second from Lauren Cowden. All present were in favor.

Treasurer's Report: Dr. Connie Pritchard, Treasurer, reviewed the report including the assets and liabilities. (See below for approval motion)

Action on Bills:

A motion to accept the Treasurer's Report and pay the bills was made by Mike Allegretto and seconded by Lauren Cowden. All present were in favor to accept the Treasurer's Report and all were in favor to pay the bills by roll call except Brian Broadley who was unable to vote.

President's Report: Shirk thanked all for the nomination and support. The new board member seems to be an excellent choice and will be on the City agenda on Thursday. Committees will be decided by the next meeting.

Director's Report: Mahar reported that the City has hired a director for the museum and they are planning to open after April 1, 2021. The Library will undertake a cooperative effort with the museum for virtual programming. The library has also given shelving to the museum. Leslie Clarke has officially retired as of December 31, 2020 and the staff "hosted" an in-house sendoff observing all social distancing and COVID guidelines. The Story Walk is currently on break but a new book is planned soon. Mahar attended a webinar regarding the latest on vaccination information.

Communications/Correspondence: Mahar shared a complimentary letter received from a patron regarding library reference employee, Leticia Ramos and another complimenting the library and staff in general.

Friends and Volunteers Report: President Patti Phillips noted that the first general member meeting was held via ZOOM. Read Across America will be recognized with the gift of books but no readers this year. They also requested access to their room on a limited and approved basis. There will be no Dessert Tea in April but hoping to have the Author Tea in October. Author Pam Jenoff remains under contract.

Building Issues: There are plans to re-submit the application for the construction fund grant but no time frame available to date.

Old Business: N/A

New Business: A. Resolution Adopting a Temporary Budget for 2021- Mike Allegretto moved to approve the resolution adopting a temporary budget for 2021 in the amount of 25% of the previous year's budget. It passed with a second from Connie Pritchard and all present in favor by roll call.

B. Presentation of Operating Budget for 2021- The Budget Committee had no changes to suggest after its review. Mahar reviewed any changes from last year's budget with some adjustments due to COVID but in anticipation of a return to normal. There were no questions today but it will be revisited at next month's meeting.

C. Resolution Approving Auditing Services for 2021- Mike Allegretto moved to approve the resolution granting auditing services for the Library for 2021 to Ford-Scott and Associates, LLC. It passed with a second from Connie Pritchard and all present in favor by roll call.

D. Resolution Approving Sentinel and Press of AC as OCFPL's Official Papers for 2021- Mike Allegretto moved to approve the resolution naming the OC Sentinel and the AC Press as the official papers of the Library for 2021. The motion passed with a second from Fred Marcell and all present in favor.

E. Resolution Approving Cash Mgt. Plan for 2021- Mike Allegretto moved to approve the cash management plan for 2021 as presented with a second from Lauren Cowden. All present were in favor.

F. Resolution Approving Advertising Contract with WiserLink for 2021- Mike Allegretto moved to approve a marketing/advertising contract with WiserLink for 2021 as presented with a second from Lauren Cowden. All present were in favor.

G. Resolution Approving Legal Services Contract for 2021- Mike Allegretto moved to approve a legal services contract for 2021 with Gruccio, Pepper, DeSanto and Ruth, PA as presented with a second from Lauren Cowden. All present were in favor.

H. By-Law Amendment- Barse reviewed the history of the guidance from local authorities used in the language for the draft of the by-law amendment regarding closed sessions via ZOOM. It is hoped that the wording will be finalized with a vote in March. Currently, the Governor's Executive Order seems to grant permission for executive sessions and voting by call-in.

Public Comment: (Patti Phillips/Brain Broadley were excused)

Authorization to Enter Closed Executive Session to Discuss Wage Increases for Part-Time and Full-Time Non-Union Employees- Mike Allegretto moves, Connie Pritchard seconded, all present in favor.

Authorization to Re-Enter Regular Session- Mike Allegretto moved to Re-Enter Regular Session where action is to be taken, seconded by Fred Marcell, all present in favor.

- A. **Resolution Approving Wage Increases for Part-Time and Full-Time Non-Union Employees-** Connie Pritchard moved to approve the resolution approving wage increases for part-time and full-time non-union employees as per the schedule presented by the Personnel Committee. The motion passed with a second from Mike Allegretto and finding all present in favor by roll call.

Adjournment: Mike Allegretto moved to adjourn at 5:18pm with a second from Connie Pritchard. All present were in favor.