

Minutes from the meeting of the Board of Trustees of the Ocean City Free Public Library- March 9, 2020

Call To Order: 4:05pm

Notice of OPMA: Notice of this meeting was given in the list of annual meetings posted December 9, 2019, in the OC Sentinel on December 25, 2019, in the AC Press on December 21, 2019. It was posted on the Library's web site and bulletin boards, at the City Clerk's office and on the City's web site.

Attendance: Jennifer Shirk, Fred Marcell (via phone), Dr. Pritchard, Dustin Peters, Lauren Cowden, Mike Allegretto, Dr. Taylor, Karen Mahar, Leslie Clarke.

Approval of the Minutes: Dr. Taylor moved to approve the minutes and executive session minutes from the meeting held in February 2020. The motion passed with a second from Fred Marcell and all present in favor.

Treasurer's Report: Dr. Pritchard reviewed the report and noted that dates needed correction from "2018" to "2019". (Approval motion below)

Bills: Dr. Pritchard presented the bills with nothing of note.

Dr. Taylor moved to approve the Treasurer's Report with corrections noted and pay the bills. Dustin Peters seconded and all present were in favor to approve the report and all present were in favor to pay the bills via roll call.

President's Report: President Shirk announced the success of the recent "Read Across America" program at the Primary School.

The last committee meeting was held for the Strategic Plan update. The plan is in the preparation process and should be completed in the next few weeks. Upon its completion, the Board Policy Manuals will be updated.

There is an upcoming meeting with City officials to prepare the application for the Library Construction Grant. Only one submission is allowed and is due by April 6. A resolution will be needed to apply for the funds. The awards should be made sometime in June or July.

Staff was provided guidance on proper procedures concerning the Coronavirus including frequent wiping of surfaces, hand washing, and social distancing as much as possible. Informational items have been ordered for distribution to patrons. Dr. Taylor spoke of the school's responsibilities and procedures concerning home instruction, sports and field trips, closing and re-opening. Online instruction will be coordinated with library resources.

Director's Report: The state library is providing guidance on procedures during the pandemic via links to web sites that provide directives. The state report is due by the end of the week.

The Census is in process.

Multiple Active Shooter workshops are scheduled for staff and members of the Board were invited to attend.

The Library's new web site has been well-received.

A Bookmobile driver has been hired at \$15/hr.

"Read Across America" was a huge success and an idea was presented by the kids for students to read to Mrs. Mahar.

"Thank you's" were received from the students.

Mahar thanked the PTA for their promotion of our museum pass program.

Becky Greene(HR) has completed an online Diversity training class and is looking into more online training for staff.

Services of the Community Center, including the library, were presented at a recent AARP meeting.

The Edible Book Festival is April 1.

Maker's Day is March 22.

OCIS tour of the facility is March 22.

One patron has been banned from the library for one year and another for a few months due to hygiene and behavior issues.

Friends and Volunteers: The group's President reported that members loved participating in the "Read Across America" event. A Book Sale will be held March 26 and 27. Flyers have been prepared announcing the Dessert Tea to be held on

May 7 at 2pm. Tickets will be sold on April 3 and 4. A meeting and new member lunch is scheduled for April 6 where 25 new members will be welcomed. The total membership now is approximately 91. A suggestion was offered to have a table downtown at the Downtown Merchant Madness event.

Correspondence: A complimentary note was received from a resident at Wesley By The Bay regarding library employee, Pat Jackson. "Thanks" was also received from the winner of the ipad from the strategic plan suggestion contest.

Building Issues: N/A

Old Business: Strategic Plan- Jennifer Shirk provided a summary of the final meeting.

New Business: Resolution to Establish the Intent to Transfer Funds to the City of OC/RTT- tabled.
Resolution to Apply for Library Construction Grant- Passed on a motion from Fred Marcell, second from Mike Allegretto and all present in favor.

Public Comment: The Friends and Volunteers would like to know how they can contribute to the construction plans.
(Fred Marcell/Dr. Pritchard exited)

Enter Executive Session to Discuss CWA negotiations: Dr. Taylor moved to enter the executive session to discuss the status of CWA negotiations. Jennifer Shirk seconded and all present were in favor.

Re-Enter Regular Session Where Action will be Taken: Dr. Taylor moved to exit the executive session and re-enter the regular session where action will be taken. Jennifer Shirk seconded and all present were in favor.

Action: (Dr. Pritchard was contacted via phone and re-entered the meeting)

Mike Allegretto moved to accept the resolution approving the new terms of the CWA contract retroactive to January 1, 2020 with the appropriate changes in the memorandum of the CBA. Lauren Cowden seconded and the motion passed with one abstention and five in favor by roll call.

Dustin Peters moved to approve the resolution approving a one-time bonus in the amount of 2K for the Head of the Library's IT Department. Upon a second from Lauren Cowden, the motion passed with one abstention and five in favor.

Adjournment: Mike Allegretto moved to adjourn at 4:51pm with a second from Jennifer Shirk. All present were in favor.