

## **Library Board of Trustee Minutes from the Meeting on March 14, 2022**

**Call to Order:** 4:04pm

**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 (remotely), Dr. Pritchard, Lauren Cowden, Anne Guy (entered approx.. 4:10pm), Mike Allegretto. Karen Mahar, Kathryn Brown, Steve Barse.

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

**Treasurer's Report:** Pritchard reviewed the report remarking on the lack of surprise in the report. The City payment has been received. Mahar explained a donation willed to the Library in the approximate amount of 16K with a potential 48K to come. There was a question regarding placement of the money to which Mahar replied she will discuss with the auditor. In response to a question from Marcell, Mahar responded with the benefactor's name, William Haines, and noted that his only stipulation was that it not go into the Return to Taxpayer monies. Pritchard continued the report review with nothing of note. (See below for approval motion)

**Action on Bills:** The bills were presented with nothing of note. Cowden will sign the check that was missed. A motion to accept the Treasurer's Report and pay the bills was made by Marcell and seconded by Allegretto. 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:** There will be a Policy Committee meeting prior to the next regular board meeting. There may be possible amendments to the Performers Contract and Computer Center policies. Shirk noted that the magazine and newspaper section re-do looked clean and neat thanks to employee, Shannon Belden.

**Director's Report:** The Library is partnering with the OCPD on a coloring book created by local artist, Aaron Bogoshovsky. The auditor will be at the library to begin audit preparations on April 18<sup>th</sup>. Mahar and Brown are currently working on the State Report. In response to a request from Ralph Cooper, the library is displaying a mobile water education display with a pre-loaded iPad for the month in conjunction with Rutgers Coop. The Bookwalk is to become permanent (located at Lake Memorial Park) with probable funding from the Friends and Volunteers. The courtyard area on the 18<sup>th</sup> Street side of the center has been completed and is ready to be scheduled for usage. PW is currently repairing and servicing the Bookmobile and will be reimbursed by the library for services rendered. Mahar is a member of the advisory committee for the Cape May Campus of ACCC and serves on its Foundation Board. Members were invited to the Foundation Board's Restaurant Gala. A patron has been banned for one month for hygiene reasons. Marcell expressed concern should the person pursue action but was reassured that Attorney Barse has reviewed our policy and the library is in compliance with its parameters.

**Communications/Correspondence:** Employee Shannon Belden completed various training webinars of which the completion certificates were presented. Certificates were also presented for NJSTART training (the state purchasing program) completed by Mahar, Brown, and Greene. Mahar also presented a sponsorship ad placed for the Coast Guard and various memorial donations received.

**Friends and Volunteers Report:** There will be a Book Sale March 18<sup>th</sup> and 19<sup>th</sup>. The Author Tea is scheduled for May 5<sup>th</sup> at the Flanders featuring Jim Plousis with proceeds from book sales going to the US Marshall's Survivor Fund. Thanks were given to Jennifer Shirk for directing someone to the group wishing to place a memorial donation.

**Building Issues:** Window cleaning is scheduled for the entire center. The roof is to be replaced with renovation work scheduled to begin Winter 2023. Allegretto will determine whether the new roof is to be pitched. The Bookmobile is scheduled to perform homebound deliveries on Tuesdays including the Shores, Wesley Manor, and Wesley By The Bay. Bayview Manor will be scheduled for Wednesdays. It will also be at the OCCON in April.

**Old Business:** None.

**New Business: A. Resolution Est. Intent to Transfer:** Mahar reviewed the formula for determining the Return to Taxpayer number. Marcell noted that this number is the largest that the library has ever returned to the City. Cowden moved to approve the resolution establishing the intent to transfer excess funds to the City of Ocean City pending the approval of the State Librarian with a second from Pritchard. The motion passed with all present in favor by roll call.

**Public Comment:** None.

**Adjournment:** Allegretto moved to adjourn at 4:45pm with a second from Cowden. All present were in favor.