

## **Meeting of the Board of Trustees of the Free Public Library of the Borough of Longport**

May 20th, 2019 5:00 PM

**Call to Order:** President Roy Law called the meeting to order at 5:02 PM

**Announcement of Compliance with Open Public Meetings Law:** This meeting is called pursuant to the provisions of the Open Public Meetings Law. Notice of this meeting was advertised in the Press of Atlantic City on December 26, 2018 and sent to the Current on December 21, 2018. Notice of this meeting was also posted on the Library's website and in Longport Borough Hall. Official action may be taken at this meeting.

**Recording of Attendance:** Acting Secretary/Member Erin Schiavo, Treasurer Patricia (Trish) English, President Roy Law, Member Dolores Wilson, Member Damon Tomassi, Library Director Ricky Gerhardt (all present for the meeting).

**Also in Attendance:** No additional people in attendance.

**Absent:** Secretary Elizabeth Peterson-Ricci, Carl Tripician/Board of Education President, Nick Russo/Mayor

**Old Business:** Approval of minutes from April 15th meeting (Drafts previously distributed to board members). Trish English motioned for approval of minutes, Dolores Wilson seconded the motion. All in favor, none opposed.

**Public Comment:** none

### **New Business:**

**President's Report:** President Roy Law read a letter that was sent (by Roy, on the Library Board's behalf) to the Borough of Longport regarding the Air quality in the Centennial Room. In the letter, an Air Quality Analysis was requested. There was no formal response to this request, however a hand-written comment on the letter, by one of the Commissioners, stating that the Governing Body does not want the room to be used, with the exception of luncheons. President Roy Law will follow up with Mayor Russo regarding this issue.

On 4/22, a letter was sent to Margate Library regarding the termination of shared services.

President Roy Law initiated a Strategic Plan for the Library, and appointed a Committee consisting of Dolores Wilson, Erin Schiavo, and Roy Law. Dolores Wilson will chair the committee and was given resources to explore.

**Treasurer's Report:** Trish English, treasurer, reported that our beginning balance was 108,163.04. We paid bills totaling 29,873.43. The ending balance is 242, 568.05. Dolores Wilson

motioned to accept the Treasurer's report, Erin Schiavo seconded the motion. All in favor, none opposed.

**Bill Pay List:** The bill pay list was reviewed and presented by Trish English, treasurer. She noted that she was satisfied with the bill pay information and no members had questions. Dolores Wilson motioned to accept the bill pay list. Erin Schiavo seconded the motion. All in favor. None opposed.

**Director's Report:** Ricky reported that April programs went well. He shared that over 201 Delia Owens' tickets have been distributed. Ricky expressed that people visiting the library and/or obtaining tickets have been happy that the event is free. Tickets will be open to the rest of the public on June 7th.

He told us that the Summer reading program will kick off on June 28th with a fun event for children. He has plans to visit Ross School in Margate soon to share details of our summer reading program.

Ricky shared that he received communication from Margate library asking if there could be a meeting on May 22nd to discuss transitioning from the ILS system.

Ricky asked about closing the library on June 17th for training on the new ILS system. The new system is set to go live on June 18th.

**Resolution 2019-14: Resolution Authorizing The Approval of a Policy For a Teacher Loan Library Card**

Ricky explained that this would help teachers obtain material to be used in their classrooms. Trish English motioned to approve the resolution. Dolores seconded. All in favor. None opposed.

**Resolution 2019-15: Resolution Authorizing The Approval of a Volunteer Policy**

This resolution would enable people to volunteer at the library, even younger volunteers helping in the library, by submitting a formal application. Dolores Wilson motioned. Erin Schiavo seconded. All in favor. None opposed.

**Resolution 2019-16: Resolution to Adopt Library Hours**

Ricky explained that the summer hours would allow for more access to the library during summer months. The approval of this resolution also allowed for the library to close on June

17th for training and computer service upgrades. Dolores Wilson motioned to approve the resolution. Erin Schiavo seconded. All in favor. None opposed.

**Resolution 2019-17: Resolution Authorizing the Library to Become a Member of LibraryLinkNJ**

This would allow the library to receive Inter Library Loans and Deliveries. Trish English motioned to approve the resolution. Erin Schiavo seconded. All in favor. None opposed.

**Public Comment:** none

**Adjournment:** 5:32 PM. Dolores Wilson motioned to adjourn the meeting. Trish English seconded. All in favor. None opposed.