

Meeting of the Board of Trustees of the Free Public Library of the Borough of Longport
May 18th, 2020 at 5:00pm

Call to Order: President Roy Law called the meeting to order at 5:00pm

The meeting attendees participated in the Pledge of Allegiance.

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 sent to the Press of Atlantic City on May 14th, 2020 and sent to the Current on November 22, 2019. 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: President Roy Law, Secretary Elizabeth Peterson-Ricci, Treasurer Patricia English, Member Dolores Wilson, Member Erin Schiavo, Member Joanne Clayton, Carl Tripician, President of the Board of Education, and Library Director Ricky Gerhardt in attendance.

Absent: Mayor Nick Russo, and Member Damen Tomassi

Old Business: Approval of minutes from April 20, 2020. Dolores Wilson motioned for approval of minutes, Erin Schiavo seconded the motion. All in favor, none opposed.

Public Comment: There was no public comment

New Business:

President's Report: Roy Law, Board President thanked and praised Ricky Gerhardt, our Library Director and his staff for keeping things moving at the library and continuing to generate ideas and excitement for the library. He mentioned that Ricky and his staff have been keeping patrons engaged and pleased during these unprecedented times.

The President also reminded the board to have our financial statements submitted to the state by July 31st, the extended deadline.

Treasurer's Report:

Patricia English reported on the Library Finances for the last month. She indicated that we have \$399,701.32 as a beginning balance. She reported cash receipts in the amount of \$18.34. She reported a cash disbursed amount as \$40,857.81. The ending cash balance was \$358,861.85.

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

Director's Report:

Ricky Gerhardt, Library Director updated the Board on the circulation statistics and programming/new products being rolled out and offered during the COVID=19 crisis. Ricky focused his report on digital materials as we are still operating virtually due to Governor Murphy's executive order. Our digital material circulation was up about 200 from the previous month. The webpage traffic is also holding steady. Ricky mentioned taking a closer look at periodicals including both newspapers and magazines upon our reopening. We need to consider hygiene and other factors in regard to those materials and their use in the library. In response to that issue, the library is considering making PressReader a permanent subscription, which would provide online access to our patron base to a multitude of newspapers. He also mentioned ending the Freegal subscription/trial as a very small number of patrons have utilized it during our shutdown. Hoopla offers some music and could serve a similar purpose for those patrons who do use Freegal.

Ricky also reported on our guest author series. Elin Hildebrand has been cancelled and will be rescheduled for the summer of 2021. *Kate Quinn*, author of *The Alice Network*, and *Ann Napolitano*, author of *Dear Edward* are still tentatively scheduled for August 2020.

Resolution 2020-10: A RESOLUTION APPROVING A POLICY IN RESPONSE TO A PUBLIC HEALTH PANDEMIC:

This resolution ensures that our patrons can feel confident in visiting our library when the Governor opens NJ Libraries. It lists the precautions our library director will take in accordance to guidance from health professionals in regards to a pandemic.

Patricia English motioned to accept the resolution. Elizabeth Peterson-Ricci seconded the motion, all in favor none opposed.

Bill Pay List: The bill pay list was reviewed and presented by Patricia English, Treasurer. She indicated that all looked good from her review of the bills and there were no questions presented by other meeting attendees. Elizabeth Ricci motioned to approve the bill list, Dolores Wilson seconded the motion. All in favor, none opposed.

MISC. Business:

- Meetings will continue virtually via the go meet platform until further notice.
- Ricky has ordered plexiglass for the checkout/circulation desk. He has also ordered face shields, masks and cleaning supplies for our reopening.
- Ricky updated us on the Bond Act, mentioning that he is still applying for the grant but expecting that the funding may be on hold due to the financial status of the state of NJ.
- Ricky also explained an AARP grant that he hopes to apply for and potentially receive funds that can help the library fund a car for delivery to serve our elderly patrons etc.
- Ricky also briefly explained the procedure he hopes to enact for curbside delivery and return of library materials upon our reopening as per Governor Murphy's directives.

Public Comment: No public comment

Adjournment:

Dolores Wilson motioned to adjourn the meeting at 5:23pm, Erin Schiavo, seconded the motion. All in favor, none opposed.