

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

October 21, 2020 5:00 PM

**Call to Order:** President Roy Law called the meeting to order at 5:08 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 October 17, 2020 and sent to the Current on October 15, 2020. 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.

### **Flag Salute**

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

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

**Absent:** Damen Tomassi, member, Kate Subranni, member, Nick Russo, Mayor, and Carl Tripician, School Board President

**Old Business:** Approval of minutes from September 21, 2020 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 initiated a discussion about looking for a volunteer for the personnel committee. One of the responsibilities of the personnel committee is to complete the yearly evaluation of the Library Director. Dolores Wilson volunteered to join Roy and Erin Schiavo on this committee.

**Treasurer's Report:** Trish English reported that there was a beginning balance of \$377, 776. 18. She reported cash receipts in the amount of \$166, 946.01. Cash disbursed in the amount of \$18, 791.21. The ending cash balance was \$377, 776.18. Erin Schiavo motioned for approval of the report, Dolores Wilson seconded the motion. All in favor none opposed.

**Bill Pay List:** The bill pay list was reviewed and presented by Trish English, treasurer. There were no questions with the bill pay list. Joanne Clayton motioned to approve the bill paid list, Erin Schiavo seconded the motion, all in favor none opposed.

**Director's Report:** Ricky discussed the September statistics for programs and circulation. Ricky explained that there were 21 programs in September with 135 attendees. Ricky spoke about the possibility of eventually moving some programs indoors and possibly using the Commissioner Chambers in Borough Hall, however, some programs are likely to stay virtual for social distance requirements. Ricky was excited to share that the Library is now offering a digital version of the Wall Street Journal. Ricky updated the Board on the Historical Museum which includes installing cameras, researching museum software, transferring accounts, and utilizing a staff member to complete museum inventory. Ricky explained that he will be speaking at the Borough Commission meeting on 10/21 about the lease transfer for the building to the Library. Ricky continues to closely monitor health and safety recommendations related to Covid 19.

### **Resolutions**

**Resolution 2020-14. Resolution of The Free Public Library of the Borough of Longport, in the County of Atlantic, adopting standards and protocols for the conduct of public meetings during declared public health or similar emergencies, and public participation therein.**

Ricky talked about how this resolution has to do with the State of NJ requirements regarding hybrid meetings (virtual and in person). Motioned by Dolores Wilson to approve, Patricia English seconded the motion, all in favor none opposed.

### **Resolution 2020-15 A Resolution Amending the 2020 Budget**

Ricky talked about how the total of the budget was not changing, but that we were just moving money from line items where we spend less/more (programs, supplies). Erin Schiavo motioned to approve, Joanne Clayton seconded the motion, all in favor none opposed.

**Public Comment: none**

**Adjournment:** Joanne Clayton motioned to adjourn the meeting at 5:29 pm, Dolores Wilson seconded the motion, all in favor none opposed.