

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

April 11,, 2022 5:00 PM

**Call to Order:** President Roy Law called the meeting to order at 5:00 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 April 8, 2022 and sent to the Current on April 6, 2022. 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 Erin Schiavo, Member/Acting Treasurer Kate Subranni, Member Dolores Wilson, Member JoAnne Clayton, Library Director Ricky Gerhardt (all present for the meeting).

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

**Absent:** Treasurer Trish English, School Board President Carl Tripician, Member Damen Tomassi, Mayor Nick Russo

**Old Business:** Approval of minutes from March 14, 2022 meeting. (Drafts previously distributed to board members). Erin Schiavo motioned for approval of minutes, Dolores Wilson seconded the motion. All in favor, none opposed.

**Public Comment:** none

### **New Business:**

**President's Report:** Roy Law reminded members that we will need to vote at next month's meeting if the Board will meet during the summer months. He also reminded the Board that we need to submit our financial disclosure forms.

**Treasurer's Report:** Kate Subranni, acting treasurer, reported that there was a beginning balance of \$825,076.30. She reported cash receipts in the amount of \$107.85. Cash disbursed in the amount of \$23,657.60. The ending cash balance was \$801,526.55. Dolores Wilson motioned for approval of the report, Erin Schiavo seconded the motion. All in favor none opposed.

**Bill Pay List:** The Bill Pay list was reviewed. There were no questions. Dolores Wilson motioned to approve the bill pay list, Erin Schiavo seconded the motion. All in favor, none opposed.

**Director's Report:** Ricky shared the March statistics for Materials Checkout as well as website traffic and programming.

In March there were 31 programs with a total of 362 attendees. Programs include crafts, concerts, and movies.

Ricky and his staff have been working on summer program plans. The library will host a variety of kids and family programs and will include two summer kick off events. A summer newsletter will be mailed out in early May. There will be two visiting authors this summer.

In museum news, interviews have begun for the new exhibit. They are expected to conclude by the end of May and the exhibit should be complete in the fall, once interviews are finished and transcribed.

Clothing for the porch store will be available for purchase during museum hours. Proceeds will go to the Library Foundation.

Ricky gave a staffing update that a recent hire for the library has been let go.

Ricky asked the Board to approve the creation of a seasonal position.

The Commissioners have received the lease for the Library and Ricky is waiting for their response after their May meeting.

Ricky looked into investing some Library money into CDs, as suggested at a previous meeting by Trish English, the current rates are not that much higher on CDs compared to our current checking account.

**Foundation Report:** Kate Subranni reported that the Foundation made a donation to the Library and to the Church of the Redeemer. Ricky also put together a volunteer schedule for foundation members to staff the porch store at the museum.

**Motions:** Ricky suggested that a Motion be made to update the hourly pay range for Library Staff to \$17-\$22/hour as well as the creation of a seasonal library assistant position. Dolores Wilson made a motion to make this change. Erin Schiavo seconded. All in favor, none opposed.

**Resolutions:**

- A. Resolution 2022-05: A RESOLUTION UPDATING THE FREE PUBLIC LIBRARY OF THE BOROUGH OF LONGPORT PERSONNEL AND PROCEDURES MANUAL. Kate Subranni made a motion to adopt Resolution 2022-05. Dolores Wilson seconded. All in favor, none opposed.
- B. Resolution 2022-06: A RESOLUTION AWARDED A PROFESSIONAL SERVICE CONTRACT FOR SERVER SUPPORT AND NETWORKING SERVICE. Erin Schiavo made a motion to approve Resolution 2022-06. Dolores Wilson seconded. All in favor, none opposed.

**Public Comment:** none

**Adjournment:** At 5:17 Erin Schiavo made a motion for adjournment. Dolores Wilson seconded the motion. All in favor, none opposed.