

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

January 9, 2023 5:00pm

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 January 7th, 2023 and sent to the Ocean City Sentinel on January 4, 2023. 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, Treasurer Patricia English, Member Kate Subranni, Member Dolores Wilson, Member (Acting Secretary) Elizabeth Peterson-Ricci, Member Joanne Clayton and Director Ricky Gerhardt all present for the meeting.

Absent: Secretary Erin Schiavo, Mayor Nick Russo, and President of the Board of Education Carl Tripician

Flag Salute

Old Business: Approval of minutes from December 12th meeting. (Drafts previously distributed to board members). Elizabeth Peterson Ricci motioned to approve the minutes, Patricia English seconded the motion. All in favor, none opposed.

Public Comment: None

New Business:

Motions:

- A. Reorganization of Board Members for 2023:** Roy Law nominated for President, Erin Schiavo nominated for Secretary, Patricia English nominated for treasurer. All in favor, none opposed.

President's Report: No update.

Treasurer's Report: Patricia English reported a beginning cash balance of \$1,059,793.46. She also reported cash receipts of \$248.27. We have a cash disbursed amount of \$34,452.44, and an ending cash balance of \$1,025,589.29. Joanne Clayton motioned for approval of the treasurer's report, Dolores Wilson seconded. All in favor, none opposed.

Bill Pay List: The December bill pay list was reviewed. Trish English motioned to approve the bill pay list, Kate Subranni seconded the motion. All in favor, none opposed.

Director's Report: Ricky shared his statistics for the month of December. Statistics include Materials checkout(digital/physical), Website traffic and Programming.

Winter programs were successful and well attended. In particular the holiday events did well and exceeded last year's attendance numbers. January programs have begun and are off to a good start. A new lecture series has been added with plans of one lecture a month during the winter/spring months and two per month in the summer. A spring seasonal gathering has been scheduled for March 21st.

Planning continues for the Summer Reading Kickoff/Longport Community Day Event. It is scheduled for June 24th with a rain date of the 25th. The event will run from 11-2. Plans include many borough departments: LPFD, LPD, and LPBP. The main event will be a juggling/magic show later in the afternoon.

Two author visits are being planned and finalized. Both events will be held outside, with the author/presenter holding court in the center gazebo and the attendees sitting in the boardwalk area with their backs to the bay/sun.

Public works has been extremely helpful in reconfiguring the library space. The kids' section and shelving unit has been moved to the rear of the library. The couch and chairs have been set up as a seating area closer to the circulation desk and have already been utilized by many to read the daily paper. The circulation desk will be adjusted in the Spring to accommodate two entrance and exits to the work area for library staff.

The Borough engineer and Public Works have been working with the library on the HVAC units. The units have been repaired and it has been recommended that they be replaced.

The Library Foundation sponsored a very successful and well attended Holiday Concert at the Church of the Redeemer on 12/18/22. There were roughly 100 attendees and many volunteers provided cookies for the refreshments following the concert.

The oral history exhibit is live at the museum and the library will do an unveiling in the next few weeks.

New LED lighting and switches have been installed at the museum as part of work completed by an electrician.

Committee Reports:

Strategic Planning Committee: Dolores Wilson spoke on behalf of the committee. The survey results indicated that the residents are in favor of a meeting space. There are two options feasible in the eyes of the committee.

Plan A: Using Borough Hall office space, repurpose and renovate to convert office areas to a meeting room. This project will be done by the library and using capital funds. The library would be requesting the space from the borough and would be in charge of and responsible for financing the remodel. An added elevator would also be a necessity and part of the renovation.

Plan B: Constructing an adding on a second floor to the library. The original entrance would be kept and utilized, and an added elevator would be a necessity.

A Straw Vote on Option One was taken by board members and all were in favor of making a presentation to the Borough under the pretense that they give us the physical space and the library is fiscally responsible for the renovation.

It was discussed that a letter should be drafted and sent to all three commissioners. We will wait for a response and go from there. The letter should be drafted by the Strategic Plan Committee and its chairperson.

Resolutions:

2023-01: A RESOLUTION ADOPTING A CASH MANAGEMENT PLAN

Trish English motioned to adopt. Elizabeth Ricci seconded. All in favor, none opposed.

2023-02: A RESOLUTION ESTABLISHING A CHANGE FUND

Liz Ricci motioned to adopt. Kate Subranni seconded. All in favor, none opposed.

2023-03: A RESOLUTION DESIGNATING DEPOSITORY BANK FOR FUNDS OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF LONGPORT AND AUTHORIZING DESIGNATED MEMBERS OF THE BOARD OF TRUSTEES TO SIGN NECESSARY BANKING DOCUMENTS

Dolores Wilson motioned to adopt. Trish English seconded. All in favor, none opposed.

Public Comment: No public comment

Adjournment: At 5:25pm Kate Subranni motioned to adjourn. Dolores Wilson seconded. All in favor, none opposed.