

**Meeting of the Board of Trustees of the Free Public Library of the Borough of Longport**  
December 4, 2018 at 5:00pm

**Call to Order:** President Roy Law called the meeting to order at 5:03

**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 Current on 11/30/18 and the Press of Atlantic City on 11/30/18. 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, Secretary Elizabeth Peterson-Ricci, Member Erin Schiavo, Member Dolores Wilson, Member Damon Tomassi, Library Manager Ricky Gerhardt.

**Also in Attendance:** Pat Agnellini

**Absent:** Carl Tripician, President of the Board of Education, Mayor Nick Russo (arrived at 5:14).

**Old Business:** Approval of minutes from November 19, meeting-Drafts previously distributed to board members.

**Public Comment:** no comment

**New Business:**

**Resolution 2018-4: A RESOLUTION APPROVING THE HIRING OF A NEW LIBRARY DIRECTOR**

Ricky excused himself from this portion of the meeting at 5:06. Discussion of Library Director's salary: Board members discussed his salary and in doing so we were asked to keep in mind that he will have an increased benefits package to include 2 dependants at a value of 22,500. A discussion of a fair salary as a library director was had by the board. We discussed fair salaries and percentage raises. We compared directors of like towns and library systems salaries to fuel our discussion on a starting salary for our director. The board discussed the fine job Ricky has done up to this point and our belief that he had the desire to be here and build the library. The discussion led to a decision to have the starting salary at \$60,000. The resolution was amended to include the salary.

Dolores Wilson motions to adopt Resolution 2018-4 as amended. Seconded by Patricia English. All in Favor, none opposed.

## **Resolution 2018-5: A RESOLUTION APPROVING A 2019 OPERATING BUDGET**

**Budget discussion:** Members discussed where the library is heading in the next 3-5 years. Ricky explained that the attached \$385,000.00 budget allows the library to continue to run as it has, with a focus on additional programs and services.

Ricky explained that moving forward, the board should think about a capital project. Ricky has an estimate of 75K line item for a capital project per budget year for a project that could include a study/programming to be discussed and decided by the board. Using those numbers, we should still have roughly 200K per budget year that could go to taxpayer relief.

Mayor Russo discussed the importance of remembering why the taxpayers voted for the town to take the library back. He surmises that programming and the “product” were pleasing the public but the tax relief was the seller. Members discuss that we all have a responsibility to keep our word to the taxpayers and we all agree that the public may not have been aware of how good the product could be with spending less money (as compared to the county run library system we once had).

Pat Agnellini mentioned that we have to check if any additional money in the library account has to be put back in the borough’s general account or does it stay in the library account. Pat and Ricky will look into this question.

Dolores Wilson motions to adopt Resolution 2018-5. Elizabeth Peterson-Ricci seconds the motion. All in favor, none opposed.

## **Resolution 2018-6: A RESOLUTION AMENDING THE BY-LAWS, ARTICLE 5 SECTION 6.5.1, FOR THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF LONGPORT**

Motioned by Patricia English to adopt Resolution 2018-4. Seconded by Erin Schiavo . All in Favor, none opposed.

## **Resolution 2018-7: A RESOLUTION AUTHORIZING PAYMENT OF A MUNICIPAL SERVICES FEE**

The municipal services fee will cover Jenna Kelly as the finance officer for the library, payroll services, assistance of the Public Works Department for projects, postage and copies usage, storage space, staff access to break room, utilities, and cleaning/janitorial services. This resolution gives the library the ability to run as we currently operate, so we won’t have to buy additional equipment (postage meter, bigger copier).

It is discussed that the board should look to hire our own legal counsel. Pat Agnellini will assist us in vetting counsel that is versed in Library law. As the Borough Solicitor, there is a chance that at some point there could incur a conflict of interest and having separate counsel would be wise. The board will also seek Carl Tripician’s input as he may also know legal counsel who specialize in this area of law.

Motioned by Patricia English to adopt Resolution 2018-7. Seconded by Dolores Wilson. All in Favor, none opposed.

**Resolution 2018-8: A RESOLUTION AUTHORIZING INDIVIDUALS TO SIGN NECESSARY BANKING DOCUMENTS**

Pat Agnellini explains the resolution to the board. He indicates that the resolution designates two people as authorized individuals to sign banking documents AND also indicates that documents have to be signed by at least one board member along with either the Library Director or Library Finance Officer. Pat communicates that this came at the recommendation of the auditor. Members also discuss that Treasurer, Patricia English would be the “go to” for signing off but in her absence the President or Secretary would be authorized signers.

Motioned by Patricia English to adopt Resolution 2018-4. Seconded by Elizabeth Peterson-Ricci. All in Favor, none opposed.

Next meeting: Monday, 12/17, at 5:00pm

**Public Comment:** no comment

**Adjournment:** Erin Schiavo motioned to adjourn the meeting at 6:17, Elizabeth Peterson Ricci seconded the motion. All in favor, none opposed.