

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

February 13, 2023 5:00pm

Call to Order: Secretary Erin Schiavo 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 February 10th, 2023 and sent to the Ocean City Sentinel on February 10, 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, Secretary Erin Schiavo, Mayor Nick Russo, Member Kate Subranni, Member Dolores Wilson, Member Elizabeth Peterson-Ricci, Member Joanne Clayton and Director Ricky Gerhardt all present for the meeting.

Absent: President of the Board of Education Carl Tripician absent.

Old Business: Approval of minutes from January 9th meeting (drafts previously distributed to board members). Trish English motioned to approve the minutes, Dolores Wilson seconded the motion. All in favor, none opposed.

Public Comment: None

New Business:

President's Report: No news to report from the President Roy Law

Treasurer's Report: Patricia English reported a beginning cash balance of \$1,025,589.29. She also reported cash receipts of \$102.54. We have a cash disbursed amount of \$31,522.43, and an ending cash balance of \$994,169.40. Liz Ricci motioned for approval of the treasurer's report, Joanne Clayton seconded. All in favor, none opposed.

Bill Pay List: The January bill pay list was reviewed. Dolores Wilson motioned to approve the bill pay list, Liz Ricci seconded the motion. All in favor, none opposed.

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

Programming continues to be a strength of the library. January programs have shown noticeable growth from last year. Many new programs have been added, including movie screenings, craft programs and two lectures which have been added for the month of March. The spring seasonal gathering is a go for March 21st. The library's art gallery has the Ross

School art work displayed for the month of February, and Tighe school will display their art in March and April.

Planning continues for the Summer Reading Kickoff/Longport Community Day Event. Many great events are in the works. Mel and Tony a popular acoustic duo is confirmed for our beach concert/bonfire on August 19th.

Ricky and his staff continue to work on planning the two author visits for the summer. Lisa Scottoline has been confirmed for July. As discussed before, author visits will be conducted outside using the gazebo as the author platform with the audience sitting with their backs to the bulkhead/bay.

Oral History participants of the museum display will be invited to the museum on Friday May 20th for an official grand opening of the new exhibit and a porch store preview.

The Library Foundation is submitting an order for the porch store in the near future.

A website and ILS upgrade for the library is in the works and should be completed by middle of March.

The Library State Report is also being worked on and should be completed in early March. An audit (2022) is also in the process of being complete.

Staff evaluations and salary expectations have been completed and established for 2023.

The Strategic Plan Committee has turned in a letter to the Borough regarding a library expansion utilizing the second floor of the building on Atlantic Avenue.

Mayor Nick Russo offered his thoughts upon receipt of the letter regarding the Strategic Plan Committee's proposal.

- He is open to the idea, but has a number of questions he and the commissioners would need to address.
- They will need to figure out work spaces for staff members who are located in those parts of the building, as well as blueprints for those parts of the building to figure out configurations.
- He suggests that the biggest structural concern has been and continues to be the flat roof. This could impact architectural plans and will need to be looked into.
- The Borough is currently looking at moving the post office to Borough Hall (lease expires in 2023) and are trying to figure out what space could be used to house it.

After the mayor spoke about his concerns and questions, it was determined that he is in support of further investigation of our proposal and sharing our plan with the remaining borough commissioners. It is decided that Dolores Wilson (committee chairperson) and Ricky will attend the next commissioners meeting and further explain the library's proposal and ideas.

Ricky brought up the idea of moving some funds into CDs at OceanFirst Bank and credited Trish English for having this idea a while back. The current CD rates are higher than they were a few years ago. Trish suggests contacting Cleve Schwegman of UBS to see if he has any other suggestions for investment products that would yield a better return or term (Ocean First 13 month term/CD). Trish would follow up with UBS and we would discuss more at next meeting.

Trish English posed a question about programming costs and if we would have enough funds budgeted for programs. Ricky explained that he had budgeted for all of the programming needs and the budget was approved. He often budgets a number that he thinks will suffice, and often does not even need to use all of those funds, but that all programming needs and costs fall under that line item.

Public Comment: None

Adjournment: At 5:46pm Dolores Wilson motioned to adjourn. Joanne Clayton seconded. All in favor, none opposed.