

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

March 13, 2023 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 sent to the Press of Atlantic City and to the Ocean City Sentinel on March 7, 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, Secretary Erin Schiavo, Treasurer Patricia English, Member Kate Subranni, Member Elizabeth Ricci, Member Dolores Wilson, Library Director Ricky Gerhardt, (all present for the meeting).

**Absent:** Mayor Nick Russo, School Board President Carl Tripician

**Old Business:** Approval of minutes from February 13, 2023 meeting. (Drafts previously distributed to board members). Erin Schiavo motioned for approval of minutes, Liz Ricci seconded the motion. All in favor, none opposed.

**Public Comment:** none

**New Business:**

**President's Report:** Roy Law referenced Resolution 2023-4 and cited that this Resolution is in agreement with the Covid Federal Emergency Status being lifted in May. Roy also spoke on behalf of Mayor Nick Russo regarding Library Expansion and the unknowns surrounding the future needs of the Post Office, explaining that moving forward with expansion may need to be halted until there is a resolution.

**Treasurer's Report:** Patricia English reported that there was a beginning balance of \$1,135,056.21. She reported cash receipts in the amount of \$544.81. Cash disbursed in the amount of \$33,880.67. The ending cash balance was \$1, 101, 720.35. Dolores Wilson motioned for approval of the report, Joanne Clayton seconded the motion. All in favor, none opposed.

**Bill Pay List:** The March Bill Pay list was reviewed. Liz Ricci motioned to approve the Bill Pay list. Erin Schiavo seconded the motion. All in favor, none opposed.

**Director's Report:** Ricky shared the statistics for February. Statistics include Materials Checkout (digital/physical), Website traffic, Library App downloads, New Borrowers and Programming.

In February there were 28 programs with 476 attendees, compared to 2021 where there were 259 attendees.

Winter programs have been highly successful and attendance rates continue to grow.

Summer programs have been finalized and a Summer newsletter is due to be mailed out at the beginning of May.

There will be a few themed events in honor of Longport's 125<sup>th</sup> Anniversary.

In museum news, there will be a grand opening to highlight and recognize the oral history exhibit on May 20<sup>th</sup>. This will coincide with the Porch Store's soft opening.

Ricky has met with two engineers regarding the Library Redesign project.

The website and Library app updates are complete, as well as the 2022 State report and audit.

Ricky has spoken to the Borough about upgrading the AV system in Commission Chambers. It was his recommendation that the Library assist with this project in an effort to improve the quality of the programs that are frequently held there.

Ricky also encouraged members to review The Technology Plan (to be emailed out the end of the month), The Capital Plan, and the updated Strategic Plan.

The Library will be advertising for a seasonal position to help with the summer.

The Library may also need to make adjustments regarding notices that are sent to newspapers to announce meetings due to changes in The Press circulation (The Press is changing the print newspaper schedule).

The Board then finalized ongoing discussion regarding which bank to use for investing in Certificate of Deposit Accounts (OceanFirst or UBS) and decided to use OceanFirst because of the rate and because it is our current bank..

**Motions:**

Liz Ricci made a motion to move \$400,000 into Certificate of Deposit accounts with OceanFirst Bank (2 CDs at \$200,000 each for 13 months). Dolores Wilson seconded the motion. All in favor, none opposed.

**Resolution:**

**Resolution 2023-4: A RESOLUTION UPDATING THE FREE PUBLIC LIBRARY OF THE BOROUGH OF LONGPORT PERSONNEL POLICY AND PROCEDURES MANUAL**

Dolores Wilson motioned to adopt Resolution 2023-4. Kate Subranni seconded. All in favor, none opposed.

**Public Comment:** none

**Adjournment:** At 5:19pm Kate Subranni made a motion to adjourn the meeting. Dolores Wilson seconded. All in favor, none opposed.