

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

April 10, 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 was advertised in the Press of Atlantic City on April 8, 2023 and sent to the Ocean City Sentinel on April 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, 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 March 13, 2023 meeting. (Drafts previously distributed to board members). Erin Schiavo motioned for approval of minutes, Trish English seconded the motion. All in favor, none opposed.

Public Comment: none

New Business:

President's Report: Roy Law referenced The Strategic Plan, The Technology Plan, and the Capital Plan and encouraged members to review all three plans. He expressed that there is still uncertainty with the needs of the Post Office, so the expansion project is on hold for the time being. He expressed the need for the HVAC system to be updated in the very near future.

Treasurer's Report: Patricia English reported that there was a beginning balance of \$1,101,720.35. She reported cash receipts in the amount of \$401,295.21. Cash disbursed in the amount of \$427, 454.88. The ending cash balance was \$1, 075, 560.68. Liz Ricci motioned for approval of the report, Dolores Wilson seconded the motion. All in favor none opposed.

Bill Pay List: The April Bill Pay list was reviewed. Trish English motioned to approve the Bill Pay list. Liz Ricci seconded the motion. All in favor, none opposed.

Director's Report: Ricky shared the statistics for March. Statistics include Materials Checkout (digital/physical), Website traffic and Programming.

In March there were 39 programs with 601 attendees. Ricky expressed that in terms of programming and attendance, that this was the busiest off-season on record.

Summer programs have been finalized and a Summer newsletter is due to be mailed at the end of April. Library summer programs will include history programs, concerts, crafts, cooking, family events, and author visits. The two main author events have been scheduled for July 10th and 17th.

In Museum news, there will be three big events including a New Exhibit Grand Opening on May 20th and an Art Exhibit Grand Opening on June 17th.

Ricky met with two engineers (structural and mechanical) regarding the Library Redesign project, and was told that an elevator installment would be possible based on the structure of the building.

Ricky is working with the Borough about upgrading the AV system in Commission Chambers.

Ricky also encouraged members to review The Technology Plan, The Capital Plan, and the updated Strategic Plan. He emphasized the need for an HVAC update as well as window replacements. All plans will be on the May agenda for approval.

The Library will be advertising for two seasonal positions, and adjustments may need to be made regarding notices that are sent to newspapers to announce meetings due to changes in The Press of Atlantic City print circulation.

Resolution:

Resolution 2023-5: A RESOLUTION AWARDING A PROFESSIONAL SERVICE CONTRACT FOR SERVER SUPORT AND NETWORKING SERVICE

Erin Schiavo motioned to adopt Resolution 2023-5, Joanne Clayton seconded. All in favor, none opposed.

Public Comment: none

Adjournment: At 5:20pm Kate Subranni made a motion to adjourn the meeting. Liz Ricci seconded. All in favor, none opposed.