

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

November 13th, 2023 at 5:00pm

**Call to Order:** President Erin Schiavo called the meeting to order at 5:00pm

**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 November 11, 2023 and sent to the Ocean City Sentinel on November 8, 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 Erin Schiavo, Treasurer Joanne Clayton, Member Elizabeth Peterson-Ricci, Member Kate Subranni, Member Joe DiGriolamo, Member Gary Rubin (arrived 5:15pm), Mayor Nick Russo and Library Director Ricky Gerhardt in attendance.

**Absent:** Member Dolores Wilson, President of the Board of Education Carl Tripician

The meeting attendees participated in the Pledge of Allegiance.

Kate Subranni motioned to appoint Elizabeth Peterson-Ricci as Secretary. Joe DiGriolamo seconded the motion, all in favor, none opposed.

**Old Business:** Approval of minutes from October 9th, 2023. Liz Ricci motioned for approval of the minutes, Joe DiGriolamo seconded the motion. All in favor, none opposed.

### **Public Comment:**

Janice Carson (resident)-Thank you to the town and library for a great Veterans Day ceremony. Thank you for all of the great library programming. Carson suggested to include all Longport veterans in the ceremony and celebration and to continue to have future Veteran luncheons and ceremonies commemorating Veterans Day.

Betty Deveraux (resident)-Thank you to Ricky for the amazing quality of the programs offered at the library. The library and its programming have provided a great sense of camaraderie within the community.

Fran Kenny(resident)-I applaud the library for offering programs that encompass all age groups and families.

Mindy Bell (resident)-Thank you for the art programs offered. The most recent program was fabulous!

### **New Business:**

There is a brief pause in the agenda to swear in Gary Rubin as a new member of the library board of trustees. Mayor Nick Russo administered the Oath of Office.

**President's Report:** Erin Schiavo, Board President, remarked that it is great to see so many members of our community at our meeting, and thanked them for their support. She reminded everyone that there will be a budget presentation on November 27th at 5:30pm. This presentation is not a formal board meeting, just an opportunity to review the 2024 budget with residents.

### **Treasurer's Report:**

Joanne Clayton, Treasurer, reported on the treasurer's report for the last month. She indicated that we have \$721,396.13 as a beginning cash balance. She reported cash receipts in the amount of \$418,080.36. She reported a cash disbursed amount as \$120,756.81. The ending cash balance was \$1,018,719.68. Joanne Clayton remarked that the cash receipts were particularly high this month because of library tax receipts being reported. We also have had \$400,000.00 invested in a CDs at Ocean First Bank.

Elizabeth Peterson-Ricci motioned to accept the treasurer's report, Joe DiGirolamo seconded the motion. All in favor, none opposed.

**Bill Pay List:** The bill pay list was reviewed and presented by Joanne Clayton. There were no questions. Gary Rubin motioned to approve the bill list, Kate Subranni seconded the motion. All in favor, none opposed.

### **Director's Report:**

Ricky Gerhardt, Library Director, previously distributed a detailed report in preparation for the meeting. There were no questions from the board in regards to that report. Ricky Gerhardt added some remarks about ongoing happenings at the library. Ricky remarked that the October seasonal gathering had a great turnout. Ricky thanked Janice Carson and the American Legion and Auxiliary for working with the Library on the Veteran's Day program. 50 people came and we'd like to make it an annual event to give back to the community. The safety and awareness class with the Sheriff's office

was also very well received. A community member brought the idea to the Library Director and there is already another event in the works. Ricky and his staff have also begun working on securing authors for next summer's programming.

Ricky is recommending the library move more money in the amount of between \$200-250K to a CD at Ocean first. There is a six-month CD with a 5.25% interest rate. Member Gary Rubin motioned to go ahead with the CD, Elizabeth Peterson Ricci seconded the motion, all in favor none opposed.

**Motions: 2024 Budget**

Ricky shared that he, Erin Schiavo and Joann Clayton met to discuss the operating budget for 2024. There were no questions about the 2024 operating budget. Gary Rubin made a motion to accept the operating budget, Kate Subranni seconded the motion, all in favor, none opposed.

**Resolutions:**

Resolution 2023-18: A RESOLUTION ESTABLISHING THE 2024 ANNUAL MEETING CALENDAR

Gary Rubin motioned to accept the meeting calendar, Joe DiGirolamo seconded the motion. All in favor, none opposed.

R-2023-16: A RESOLUTION AWARDDING A PROFESSIONAL SERVICE CONTRACT FOR ARCHITECTURE SERVICES

A resolution to approve a licensed architect to work on designs and modifications of for the ramp at the museum

Elizabeth Peterson Ricci motioned to approve the resolution, Joe DiGirolamo seconded the motion, all in favor, none opposed.

R-2023-17: A RESOLUTION ADOPTING THE 2024 HOLIDAY SCHEDULE

Joanne Clayton motioned to adopt the resolution. Elizabeth Peterson Ricci seconded, all in favor, none opposed.

**Public Comment:**

No public comment

**Adjournment:** Gary Rubin motioned to adjourn the meeting at 5:23, Joe DiGirolamo seconded the motion. All in favor, none opposed.

The next meeting will be held on Monday, December 11, at 5:00pm.