

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

October 9, 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 October 7, 2023 and sent to the Ocean City Sentinel on October 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, Secretary Erin Schiavo, Member Kate Subranni, Member Elizabeth Peterson-Ricci, Member Joanne Clayton, Member Dolores Wilson, President of Board of Education Carl Tripician, Mayor Nick Russo, Library Director Ricky Gerhardt, (all present for the meeting).

Old Business: Approval of minutes from September 11, 2023 meeting. (Drafts previously distributed to board members). Trish English motioned for approval of minutes, Liz Peterson-Ricci seconded the motion. Carl Tripician abstained. All in favor, none opposed.

Public Comment: Barbara Law spoke to the Board, acknowledging their time as volunteers who have worked hard in their position. She expressed gratitude for their hard work, and cited that Roy, her husband, had spent twelve years as a volunteer helping the Library get started. She expressed disappointment in the manner in which the Borough Government handled the decision not to appoint two of the members.

Bob English echoed Barbara Law's sentiments, also expressing appreciation to all members who serve on the Board, as well as his disappointment in the manner in which members who are not up for reappointment were treated by the Mayor.

New Business:

President's Report: There was discussion regarding filling the positions of Treasurer and President as Trish English and Roy Law have not been reappointed. Secretary Erin Schiavo will automatically serve as President as dictated by the Library By-Laws. A motion was made by Trish English to approve Joanne Clayton as treasurer until the end of the year. Liz Peterson-Ricci seconded the motion. All in favor, none opposed.

Treasurer's Report: Patricia English reviewed the Treasurer's report for September 2023. There was a beginning cash balance of \$889, 532.84. Cash receipts in the amount of \$400, 236.63. Cash disbursed in the amount of \$30, 514.02. There was an ending cash balance of \$1, 259, 255.45. Erin Schiavo motioned for approval of the reports, Dolores Wilson seconded the motion. All in favor none opposed.

Resolution: RESOLUTION 2023-14. A RESOLUTION AWARDING A CONTRACT AND APPOINTING A CONTRACTOR TO UNDERTAKE CERTAIN RAMP INSTALLATION RENOVATIONS FOR THE LONGPORT PUBLIC LIBRARY. Dolores Wilson made a motion to approve Resolution 2023-14. Joanne Clayton seconded. All in favor, none opposed.

Bill Pay List: The Bill Pay lists was reviewed for October. Trish pointed out that the Municipal Services fee as well as the Health Benefit/Pension reimbursement Fee caused the total amount to be higher this month than previous months. There were no other questions about the list. Erin Schiavo motioned to approve the Bill Pay lists. Dolores Wilson seconded the motion. All in favor, none opposed.

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

The Library App was launched 132 times and the Library Website had 17, 175 page views.

Fall programs are underway, and will include crafts, movies, concerts, trivia, Bingo, and cooking classes.

The Fall seasonal gathering was held on October 3rd. Over 50 residents attended this gathering.

The winter seasonal gathering is set for December 5th, and the Holiday Tree and Menorah lighting are set for December 8th at 6:00PM.

Ricky explained that the ramp is set to be replaced to the Museum by the middle of November.

Ricky recommended moving funds to a 6 month CD to earn interest. This will be revisited at the November meeting.

Ricky explained that they are applying for a grant for a new exhibit at the Museum.

The Library Foundation has scheduled the holiday concert for December 17th.

Committee Reports: Personnel Committee: At approximately 5:25. Erin Schiavo made a motion to move to Executive Session to discuss the Library Director Evaluation and salary. Trish English seconded the motion. At approximately 5:35 Erin Schiavo made a motion to exit Executive Session. *Executive Session Minutes were placed in a sealed envelope.* Ricky joined the Board after executive session.

Foundation Update: Kate Subranni reported that there was a reorganization of Foundation members. Lynne Bilinski is now President, and Barbara Law will serve as Secretary. The Porch store raised over \$10,000 in sales over the summer. The Foundation will be sponsoring a variety of holiday events for the Library in December.

Motions:

1. A motion was made by Dolores Wilson to Amend the Library Assistant Salary Range. Erin Schiavo seconded. All in Favor, none opposed.
2. A motion was made by Liz Peterson-Ricci to move financial accounting systems under the Library. Joanne Clayton seconded the motion. All in favor, none opposed.

Public Comment: none

Adjournment: At 5:50pm, Dolores Wilson made a motion to adjourn the meeting. Liz Peterson-Ricci seconded. All in favor, none opposed.

The next meeting will be held on Monday, November 13, 2023 at 5:00PM.