

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

February 14, 2022 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 February 11, 2022 and sent to the Current on February 8, 2022. 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, Member Kate Subranni, Member Dolores Wilson, Member JoAnne Clayton, Library Director Ricky Gerhardt (all present for the meeting).

Also in Attendance: No additional people in attendance.

Absent: Damen Tomassi, Mayor Nick Russo, School Board President Carl Tripician

Flag Salute

Old Business: Approval of minutes from January 10, 2022 meeting. (Drafts previously distributed to board members). Erin Schiavo motioned for approval of minutes, Dolores Wilson seconded the motion. All in favor, none opposed.

Public Comment: none

New Business:

President's Report: Roy Law had no news to report.

Treasurer's Report: Patricia English reported that there was a beginning balance of \$877,359.20. She reported cash receipts in the amount of \$128.48. Cash disbursed in the amount of \$27,828.62. The ending cash balance was \$849,659.06. Dolores Wilson motioned for approval of the report, Joanne Clayton seconded the motion. All in favor none opposed.

Bill Pay List: Patricia English explained the Bill Pay list. There were no questions. Erin Schiavo motioned to approve the bill pay list, Kate Subranni seconded the motion. All in favor, none opposed.

Following the review of the Treasurer's Report and the Bill Pay list, Patricia English introduced the idea of transferring money to certificate of deposit accounts, citing the former Historical Society's experience and success in this realm. Members discussed this thought and the idea will be presented to our attorney and further discussed at future meetings.

Director's Report: Ricky shared January statistics for Materials Checkout as well as website traffic and programming.

Some programming highlights include cooking, yoga and a craft series. Concerts are being planned from now until the end of summer.

Summer programs are being planned and will include family programs, author visits and cooking classes for kids and adults.

A new museum exhibit will be running soon, and a hot water heater is due to be installed.

A new library application should be live by the end of February.

The storage closet next to the library is now being used and shelving has been ordered.

Ricky will be working on the NJ Library State report which should be completed by March.

Ricky and his staff continue to monitor health recommendations regarding Covid-19. There was discussion about masks at programs eventually becoming optional.

Strategic Plan Committee Report:

Dolores Wilson presented information that was discussed at a recent Strategic Planning Meeting. As the Library did not receive the grant from the State, the committee discussed alternative plans for expansion. There were 3 options presented to the Board, with varying levels of architectural and structural design. The options also had varying potential funding needs. The Board was encouraged to read the proposed Library lease and consider all options for future discussion.

Foundation Report:

Kate Subranni reported that the Foundation is now a 501c3 and that the porch store is open two days a week. There will be planned fundraisers moving forward as well.

Resolutions:

- A. Resolution 2022-04: RESOLUTION UPDATING THE FREE PUBLIC LIBRARY OF THE BOROUGH OF LONGPORT PERSONNEL POLICY AND PROCEDURES MANUAL. Trish English made a motion to approve Resolution 2022-04. Dolores Wilson seconded the motion. All in favor, none opposed.

Public Comment: none

Adjournment: At 5:43pm, Dolores Wilson made a motion for adjournment. Joanne Clayton seconded the motion. All in favor, none opposed.