

**Sea Girt Library
Board of Trustees Meeting Minutes
October 6, 2021**

Trustees in attendance: Sue Blasi, Trish Connor, Don Fetzer, Jim Mulvihill, Jean McFadden and Devon Smith

Absent: Rick Papera

A quorum was present.

Library staff in attendance:
Lisa Luke, JoAnn Johnson

Borough Officials:
Melissa Giegerich, Councilwoman (audio)

Call to Order:
Mr. Mulvihill 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, c.231, P.L. 1975. Notice of this meeting has been sent to the Borough's two official newspapers, The Asbury Park Press and The Coast Star, as required by law. Notice of this meeting was also posted on the Library's website and in Sea Girt Borough Hall. Official action may be taken at this meeting.

Old Business:

Minutes. Mr. Mulvihill asked if there were any additions or corrections to the September 1, 2021 Meeting Minutes; there were none. Ms. Blasi made the motion to approve the minutes; Ms. Smith seconded the motion. The minutes were approved by unanimous vote.

Agreement with Borough on handling Library funds. Ms. Luke said the Longport Library has agreed to share their agreement to pay municipal service fees; they currently pay \$40,000 a year.

Volunteer Luncheon Recap. The volunteer luncheon was held on Tuesday, September 21 at 12 noon at Eagle Oaks Country Club; the cost was \$1,262.88. All agreed it was well attended and very successful. The trustees thanked Ms. Luke and her staff for a job well done. A group photo appeared in The Coast Star.

Counsel review of Bylaws draft. Mr. Mulvihill asked for a motion to submit the current draft of the bylaws to counsel for review. Motion was made by Ms. McFadden, seconded by Ms. Blasi and approved by unanimous vote.

New Business:

President's Report.

a. Mr. Mulvihill brought the trustees up to date on the issue of Return of Funds. The borough was anticipating receiving the excess funds from the library appropriation to help

fund its 2022 budget. It was recently discovered that funds cannot be returned until 2029; this was confirmed by Bob Keith, NJ State Library, in an email to Jim Gant, the Borough administrator. The confusion came, in part, from the belief that if appropriations were “run through” the municipal budget, excess funds would automatically revert to the borough. Estimated excess funds are between \$550,000 and \$600,000 for 2021. Mr. Mulvihill suggested consulting legal counsel to see if exemptions or exceptions to the 8 year rule might be available.

b. Mr. Mulvihill asked for a motion to contact Ted Del Guercio, legal counsel, to ask if there are exceptions to the 8-year return of funds rule. A motion was made by Ms. Blasi and seconded by Ms. McFadden. The motion was passed by unanimous vote.

Treasurer’s Report. Ms. McFadden distributed the September Transaction Detail prior to the meeting. There were no questions

Approval of Bill Pay List. Ms. McFadden presented the September bill pay list, totaling \$16,680.75. Ms. McFadden explained that the total included a plumber bill to repair the backed up sewer line, the cost of the volunteer luncheon and payments for additional books and materials. Mr. Mulvihill asked for a motion to approve payment of the September bills. Ms. Connor made the motion; Ms. Smith provided a second. The motion was passed by unanimous vote.

Buildings and Grounds Report. It was decided to discuss the proposed building plans at this point in the meeting to accommodate Councilwoman Giegerich’s audio attendance. Ms. Luke had earlier distributed the latest renderings to the trustees. The plans were well received with a few exceptions:

1. The windows at the storage room - we would like to see reflective glass similar to what is found at many doctor’s offices. We don’t want to see inside the storage area, would like some light and don’t care for “shadow box” idea.
2. We would like both existing building and addition to be the same color.
3. We would like to see a view of the back side of the building; i.e., from the West looking East.
4. We would like to have a construction time line to consider.

Ms. Giegerich said she would pass along our requests to Cornerstone.

Director’s Report. Ms. Luke said that the number of cardholders has increased. The Artisan Market held on September 18 brought many people into the library, some to use the bathroom and others to see the library. All were welcomed.

A Wednesday afternoon story time was added to the schedule to accommodate the young patrons in school on Thursday mornings.

The new color printer was installed in the office area of the library to the delight of the staff.

Ms. Luke reported that for the first time this year, a batch of books was received before their publication date. The staff is hopeful that this trend will continue.

Fall highlights include People in the Neighborhood program when children can meet Sea Girt first responders and view their vehicles. The Library is also planning a Classic Car Show for November.

Committee Reports.

Bylaws. As reported above, the bylaws will be submitted for review by counsel.

Personnel. No report.

Buildings and Grounds. Reported above.

Finance Committee: No report.

Nominating Committee: Ms. Smith reported that the slate of officers would be presented to the board at the November meeting.

Establishment of Strategic Planning Committee. The library is required to develop a Strategic Plan. It has been suggested that we hire a professional consultant to help with this process. Ms. Luke said Spring Lake hired a firm for this purpose and paid a fee of approximately \$20,000 several years ago.

Mr. Mulvihill asked for volunteers to serve on the committee. He then asked for a motion to establish a Strategic Planning Committee consisting of Trustees Connor, McFadden and Smith. Mayor Fetzer made a motion, Ms. Blasi seconded the motion. The motion was approved by unanimous vote.

FSGL Liaison Report. Ms. Connor reported that the the Wine and Cheese Celebration held on August 28 saw record sales -185, and attendance - 150. The event raised more that \$7,000.

Sara Zock Foundation. In 1992 the Sara Zock Foundation endowed the library with funds to cover expenses not covered by Monmouth County Library, including salaries. There is currently more than \$222,000 in the account. The last distribution was in 2007 in the amount of \$30,000. Our efforts to locate the Trust Agreement led to news of embezzlement by John Rogicki, a principal of Train Babcock Advisors, the foundation's presumed trustees. After a brief discussion among the trustees, it was decided to ask legal counsel to advise if any action can be taken to recoup additional funds.

Public Comment. None

Adjournment:

Mr. Mulvihill asked for a motion to adjourn the meeting. Ms. Smith so moved; Mayor Fetzer seconded the motion. After a unanimous vote, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,
Trish Connor