

**Sea Girt Library
Board of Trustees Meeting Minutes
May 5, 2021**

Trustees in attendance:

Sue Blasi, Trish Connor, Ken Farrell, Jim Mulvihill, Devon Smith.

Excused absences: Jean McFadden, Rick Papera

A quorum was present.

Library staff in attendance:

Lisa Luke

Call to Order:

Mr. Mulvihill called the meeting to order at 4:00 PM.

Old Business:

Minutes. Mr. Mulvihill asked if there were any additions or corrections to the April 7 Meeting Minutes; there were none. Ms. Blasi made the motion to approve the minutes; Mayor Farrell seconded the motion. The minutes were approved by unanimous vote.

Trustee Email update. Ms. Luke reported that all trustees were registered with gmail accounts and had access to Google Drive where documents can be stored and reviewed.

NJ Library Trustee Association. Ms. Luke reported that she had sent several emails requesting registration, but had not received a response. She will continue her efforts to register.

Annual Disclosure Statements. Mr. Mulvihill had not received an email from Dawn Harriman; all other trustees present had received their registration information. The filing date has been pushed back to June 30, 2021.

New Business:

President's Report. Mr Mulvihill's report is included in discussion of various agenda items.

Treasurer's Report, Payment of Bills. In Ms. McFadden's absence, Ms. Luke verified the expenditures in the Audit Trail. Ms. Luke explained that the budget was still reflecting temporary budget numbers and would continue until Borough Council approved the new budget. Mayor Farrell said the budget would be adopted at the May 12, 2021 Council Meeting. Mr. Mulvihill asked for a motion to approve the expenditures itemized in the Audit Trail. Mayor Farrell made the motion; Ms. Connor seconded the motion. Approval of expenditures was by unanimous vote.

Director's Report. Ms. Luke was pleased to report upward trending numbers for programs and circulation in April. She said the Children's programs were particularly well received and attended.

The Library received the loan of a receipt printer from the Beach Office.

At Ms. Blasi's suggestion, Ms. Luke contacted XAct Solutions and received the donation of a printer/scanner/fax machine. The contract includes toner, ink and service parts for a usage fee which was estimated to be about \$25/month.

Committee Reports.

Bylaws. Ms Connor reported that the committee had prepared a draft of the Bylaws and was ready to share it with the Board for their comments, questions and suggestions. After it is reviewed by the Board in final draft form, it will be submitted to counsel for review. Ms. Connor said the draft would be distributed to the Board within a day or two.

Personnel. Nothing to report.

Buildings and Grounds. Ms. Smith reported that the committee met with Councilwomen Giegerich and Anthony, and Administrator Jim Gant on April 26. The Borough officials had received a report and budget estimate from the architectural firm of Cornerstone which they promised to share with our committee. The plans only addressed renovation of the existing structure; there were no plans for an addition. The B&G committee requested future inclusion in all communications and plans relating to the Library; the councilwomen and administrator agreed. Cornerstone believes the Library does not have historic designation, but this is still an open issue.

The B&G committee described the safety concerns arising from the new streetscape. It was decided that the solution was best left to the expertise of the town engineer and the police. The meeting went well with Councilwoman Giegerich recommending quarterly meetings in the future.

Discussion among trustees followed on how it was possible to consider only renovations without considering the entire project. It was decided that the B&G committee would try to meet with the Borough officials before the next board meeting in June.

Mayor Farrell spoke with Mr. Avakian, the town engineer, who thought large planters placed in front of the curb might resolve safety concerns.

When the discussion turned to funding, Mayor Farrell thought there might be some residents interested in making substantial donations to the Library.

Newsletter. Mr. Mulvihill thought some kind of communication introducing the trustees and what was in the plans for the library would be helpful to the community. It was decided to defer discussion for another time.

Legal Services. Mr. Mulvihill reported that after having discussions with two lawyers experienced in municipal and library law, he recommends the hiring the firm of McManimon, Scotland & Baumann, LLC.

Resolution 2021-4. Mr. Mulvihill called for a motion to adopt a resolution agreeing to retain the law firm of McManimon, Scotland & Bauman, LLC, in accordance with an Agreement dated as of May 5 2021. Motion was made by Ms. Smith and seconded by Mayor Farrell. A roll call vote resulted in the unanimous consent of all present.

Ms. Luke said she would ask Dawn Harriman to publish the Notice of Contract Awarded with the Library's official newspapers.

Treasurer's Bond. Mayor Farrell agreed to bring the issue before Council at the May 12 meeting.

Public Comment. None

Adjournment. Ms. Connor made a motion to adjourn the meeting; Ms. Smith seconded the motion. After a unanimous vote, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,
Trish Connor