

**Sea Girt Library
Board of Trustees Meeting Minutes
March 3, 2021**

Trustees in attendance:

Sue Blasi, Trish Connor, Ken Farrell, Jean McFadden, Jim Mulvihill, Devon Smith.
Rick Papera was absent.
A quorum was present.

Library Staff in attendance:

Lisa Luke, JoAnn Johnson, Patty Peterson

Call to Order:

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

Old Business:

3.1 Mr. Mulvihill asked if there were any additions or corrections to the February 3 Meeting Minutes; there were none. Ms. Blasi made the motion to approve the minutes, Ms. McFadden seconded the motion. The minutes were approved by unanimous vote.

3.2 Mr. Mulvihill reported that Ms. Luke provided a copy of The Trustee Manual to each of the Trustees.

3.3 Ms Blasi offered to record the continuing education hours of the Trustees and to provide a report to Ms. Luke.

New Business:

4.1 **President's Report.** Mr Mulvihill reported that issues with ordering and receiving books from the State Library System had been resolved and that twice-weekly deliveries were being made.

4.2 **Treasurer's Report.** Ms. McFadden has been working with Borough official, Jane Honeywell, to coordinate payment of Library expenses. Ms. McFadden said Ms Honeywell needed a copy of the Library budget in order to prepare a report of expenses paid to date. Ms. McFadden said that approximately \$26,000 had been spent through the end of February. She cautioned that the total budget amount, \$818,000, was an estimate based on the 2020 Mill Rate; the actual amount would not be available until April. All the other line item expenses in the 2021 budget would remain unchanged.

4.3 **Director's Report.** Ms. Luke shared the February statistics for programs and circulation. She reported that Hoopla, in addition to streaming services, offers ebooks and audiobooks. While Hoopla doesn't currently offer the selection carried by Overdrive/Libby, it's offerings are less expensive and intended to take the load off Overdrive.

Ms. Luke said that Sea Girt is now participating in inter-library loans; we offer materials more than 6 months old for leases to participating libraries.

Ms. Luke has been conversing with Sea Girt School about a service called EBSCO which provides links for research on a fee basis. The library does not currently have a demand for research services.

The memory and dedication of Jane Gross was honored. Jane was an original library volunteer who continued working with the library until shortly before her death earlier this year.

4.4 **FOSGL Liaison.** Mr. Mulvihill proposed Ms Connor serve as the liaison with the Friends' board. Ms. Blasi made a motion, Mayor Farrell seconded the motion. Motion was

approved by unanimous vote. Ms. Luke said she would notify Barbara Hillman, President of the Friends of Sea Girt Library, of the appointment.

4.5 Committee Assignments. Mr. Mulvihill led a discussion about Committees for Bylaws and Personnel and asked for volunteers. It was decided that committees for Finance, Policies and Strategic Planning would be formed at a later date.

With a motion from Ms. Mac Fadden, and a second from Ms. Smith, the following Committee members were appointed and approved by unanimous vote.

Bylaws - Ms Blasi, Ms Connor and Ms Smith

Personnel - Ms Blasi, Ms McFadden and Mr Mulvihill

4.6 Board Lawyer. Mr. Mulvihill had received the name of a lawyer in Clifton, NJ, but thought we should try to find someone closer to Sea Girt. He said he would ask the Spring Lake Board who they used. Ms. Connor said she would check with the NJ Trustee Association for recommendations.

4.7 Insurance. Ms Blasi offered to contact an insurance agent for more information about D&O insurance.

4.8 Joining NJ Trustee Association. Mr. Mulvihill thought the board should take advantage of the resources offered by NJLTA. Ms Luke thought the fee was minimal, based on the number of Trustees. Ms Connor offered to research the issue.

5. Public Comment. None

6. Adjournment. Ms Connor made a motion to adjourn the meeting, Ms Blasi seconded the motion. After a unanimous vote, the meeting was adjourned at 5:01 p.m.

Respectfully submitted,
Trish Connor