

**Sea Girt Library
Board of Trustees Regular Meeting Minutes
March 2, 2022**

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.

Call to Order:

Ms. Blasi called the meeting to order at 5:04 PM

Trustees in attendance: Sue Blasi, Trish Connor, Jean McFadden, and Devon Smith. Jean McFadden, Jim Mulvihill and Rick Papera attended until 6:15 on Zoom. Mayor Fetzer joined the meeting after the Executive Session.

A quorum was present.

Library staff in attendance:

Lisa Luke and Patty Peterson

Borough Officials in attendance:

Chief of Police, Justin Macko

Approval of Minutes

Ms. Blasi asked if there were any additions or corrections to the February 2, 2022 Regular Meeting Minutes which were previously distributed to the Board; there were none. Ms. Blasi asked for a motion to approve the minutes. Ms. McFadden made the motion to approve the minutes; Ms. Smith seconded the motion. The minutes were approved with 6 ayes and one absence.

Executive Session

Ms. Blasi asked for a motion to adjourn to Executive Session to discuss personnel issues. Ms. Luke, Ms. Johnson and Ms. Peterson each received a Rice Notice and no request to discuss in open meeting was received by the Board. Ms. McFadden made the motion and Ms. Smith provided the second. The meeting was adjourned to Executive Session with a vote of 6 ayes and one absence.

Return to Regular Meeting

Upon return to the Regular Meeting, Ms. Blasi asked for a motion to adopt **Resolution 2022-4 Adjustment of Pay of Library Director and Staff** which was the subject of discussion at the Executive Session and which she read aloud. Ms. Connor made the motion and Mr. Mulvihill provided the second. Ms. Blasi asked for a roll call vote.

Recorded Vote:	AYES	NAYS	ABSENT	ABSTAIN
Susan Blasi	X			
Trish Connor	X			
Mayor Don Fetzer	X			
Jean McFadden	X			
Jim Mulvihill	X			
Superintendent Rick Papera	X			
Devon Smith	X			

Resolution 2022-4 was adopted by unanimous vote.

Reports:

Director's Report. Ms. Luke distributed her report prior to the meeting. She noted that activity in February was similar to last year. Circulation and visitor numbers were down from the previous month while electronic downloads were up. Electronic books and audiobooks were the most popular.

Ms. Luke noted that 10 new library cards were issued in February.

New and ongoing projects include work on the Pandemic book and the 30th Anniversary activities. The winner of the anniversary logo contest was selected; George Flynn, a student at SGES, was to be notified at school the next day.

Ms. Luke reported that the Shared Services Agreement with the Borough would be discussed at the Council's Finance Committee meeting on March 7.

Treasurer's Report. Ms. McFadden distributed the reports received from Borough offices prior to the meeting. She asked if there were any questions or comments; there were none.

Approval of Bill List. Prior to the meeting, Ms. McFadden distributed the February bill list totaling \$19,922.73. There were no new or unusual items on the list. Ms. Blasi asked for a motion to approve payment of the February bills. Mayor Fetzer made the motion, Ms. Smith provided the second. The motion was passed by unanimous vote.

President's Report. A revised Budget Estimate from Cornerstone was received by Ms. Luke from Mr. Gant just prior to the meeting. It included an estimate for the cost of building weight-bearing walls for the library expansion project. Ms. Blasi said that a copy would be emailed to each of the trustees.

Committee Reports:

Buildings and Grounds No report.

By-Laws No report.

Finance No report

Personnel See Executive Session Minutes

Strategic Planning The Committee and Ms. Luke reported on the search for a firm to assist the library in the preparation of a strategic plan. The committee interviewed and

received proposals from 2 firms - The Ivy Group and Library Crossroads Consulting. A third firm, ProLibra, declined to provide a proposal citing staffing issues.

The Ivy Group's proposal was \$19,995.00 plus travel expenses. The committee was impressed with the material provided and with the staff expertise. Lacking was an understanding of the size and nature of our library and limited access to the firm's personnel. Most of the work was to be done remotely with a one day onsite visit. A remote presentation to the Board was available for an additional \$775.00.

Library Crossroads Consulting's proposal was \$10,000.00 inclusive. The committee was impressed with the firm's NJ library expertise. The committee felt the library would be best served by recommending the hiring of this firm. Mr. Mulvihill recommended that the Board preview the survey to be distributed to the community. Mayor Fetzer asked for further clarification of the content and timing of the final deliverables referred to in the proposal.

Resolution 2022-5 Awarding Contract for Strategic Planning Consultation and the proposal from Library Crossroads Consulting were distributed prior to the meeting. Ms. Blasi asked if there were any other questions or discussions; there was none. Ms. Blasi asked for a motion to adopt Resolution 2022-5. Mr. Mulvihill so moved, Ms. McFadden seconded the motion. Ms. Blasi requested a roll call vote.

Recorded Vote:	AYES	NAYS	ABSENT	ABSTAIN
Susan Blasi	X			
Trish Connor	X			
Mayor Don Fetzer	X			
Jean McFadden	X			
Jim Mulvihill	X			
Superintendent Rick Papera	X			
Devon Smith	X			

Resolution 2022-5 was adopted by unanimous vote.

Website Ms. Luke provided a brief narrative about the Board of Trustees and invited comments.

Trustee Check-In Report There was no report for February. Ms. Smith said she would attend March check-in.

Old Business

Ms. Blasi introduced Police Chief Macko to the Board. Chief Macko will work with the library staff in providing a police presence at library events. While there have been no issues requiring police intervention, the police will provide protective measures should the need arise. The Board thanked Chief Macko for attending the meeting and offering the support of his department.

New Business

Ms. Blasi asked if there was any new business. There was none.

Public Comment None.

Adjournment

Ms. Blasi asked for a motion to adjourn the meeting. Mr. Mulvihill so moved; Mayor Fetzer seconded the motion. After a unanimous vote, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,
Trish Connor