

Sea Girt Library
Board of Trustees Regular Meeting Minutes
August 3, 2022

Announcement of Compliance with Open Public Meetings Act:

The meeting was called pursuant to the provisions of the Open Public Meetings Act, c.231, P.L. 1975. Notice of this meeting had 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 5:08 P.M.

Trustees in attendance: Trish Connor, Jean McFadden, Jim Mulvihill, and Devon Smith attended in person; Sue Blasi and Rick Papera attended via Zoom. Don Fetzer joined the meeting after the July minutes were approved.

A quorum was present.

Library staff in attendance:

Lisa Luke and JoAnn Johnson

Approval of Regular Meeting Minutes

Ms. Blasi asked if there were any additions or corrections to the July 6, 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; Mr. Mulvihill seconded the motion. The minutes were approved by the affirmative votes of Trustees Blasi, Connor, McFadden, Mulvihill, and Smith; Papera abstained.

President's Report.

Shared Services Agreement. Under the current draft of the Shared Services Agreement, the Borough is responsible for a wide range of repairs and improvements to the Library building. Administrator Gant would like the Borough to share those expenses with the Library. He has proposed having Borough counsel redraft Section 1.c. of the agreement. The Board agreed to this suggestion and further agreed to have Library counsel review the redraft.

Building Project. Ms. Blasi spoke with Administrator Gant about an update meeting with the Library's Building & Grounds Committee. One will be scheduled in the Fall.

Use of Library for 5K registration. While the Library will be closed on the day of the race and during registration, it was agreed that the Race Committee could use the Library on Friday afternoon in the event of inclement weather.

Director's Report. Ms. Luke distributed her report prior to the meeting. July is typically the busiest month of each year. July 2022 continued that trend and posted the highest circulation of the year to date and saw most programs and events filled to capacity with wait lists.

Programs. In addition to the usual well attended Children's weekly programs, the Library held a Paint-a-Tee event, a Summer Stuffed Animal Sleepover and hosted two field trips for campers from the Sea Girt Recreation Summer Camp.

Annual Book Sale. The Friends' sponsored book sale, held on July 15, netted \$1,120.

Pandemic Book. The book is complete and in its final proof. The project is being financed by the Friends of the Sea Girt Library.

Strategic Plan. Data from the Surveys was collected and is being compiled by LCC. Ms. Luke was pleased to announce that 17 paper surveys and over 400 electronic surveys were returned, of which more than 200 were fully completed. Four Focus Groups were well attended; Ms. Luke said all community groups were represented. LCC will be meeting with the Strategic Planning Committee in August to work on the final plan.

Overdrive Consortium. Ms. Luke will be conferring with E Library NJ to enhance the Library's digital offerings.

Volunteer Luncheon. The luncheon will be held at Scarborough Fair on Friday, September 23 at 12:30 pm. The cost will be \$24/person, plus gratuity. Ms. McFadden said the proposed cost was within budget.

Fine Policy. Ms. Luke reported that the trend is for libraries to go fine-free while continuing to track down overdue items. Ms. Luke said she would be working with Ms. Smith to formalize a policy which would be presented to the Board for approval.

Finally, Ms. Luke was pleased to report that library-to-library mail enjoys a special rate from the US Postal Service.

Treasurer's Report. No Report.

Approval of Bill List. Prior to the meeting, Ms. McFadden distributed the July bill list totaling \$19,289.83 including a \$4,600 bill for a new air conditioning unit. There was a plumbing charge of \$426.70; Ms. McFadden said she would ask CFO Spera for an explanation. Ms. Blasi asked for a motion to approve the bill list. Mr. Mulvihill made the motion, Ms. Smith provided the second. The motion was passed by unanimous vote.

Committee Reports:

Buildings and Grounds. No report

Finance. No report

Personnel. No report

Strategic Planning. See Director's Report above.

Friends Liaison Report. Ms. Connor reported on the upcoming annual Wine and Cheese event to be held on Saturday, August 27, from 5-7 pm.

Old Business:

Schroeder Trust. Ms. McFadden said the check in the amount of \$100,000 was deposited into the Zock Account.

Shared Services and Sewer Repair Bill. See President's Report above.

New Business: None.

Public Comment None.

Adjournment: In Ms. Blasi's absence, Mr. Mulvihill asked if there was any other business to be discussed; there was none. He then asked for a motion to adjourn the meeting. Ms. McFadden so moved; Ms. Smith seconded the motion. After a unanimous vote of those present, the meeting was adjourned at 5:50 pm.

The next Regular Monthly Meeting is scheduled for September 7, 2022.

Respectfully submitted,
Trish Connor