

Library Board of Trustee Minutes from the Meeting on January 13, 2025

Call to Order: Shirk called the meeting to order at 4:08pm.

Announcement of Compliance with OPML: Notice of this meeting was included in the annual schedule of meetings that was approved by the Board of Trustees at their monthly meeting on Monday, December 09, 2024. The annual schedule of meetings was advertised January 09, 2025 by the Ocean City Sentinel and January 11, 2025 by the AC Press, posted on the Library's website, on bulletin boards inside the Library and in the City Clerk's office.

Attendance: Jennifer Shirk, Fred Marcell, Dr. Pritchard, Lauren Cowden, Anne Guy, Christian Angelillo, Mike Allegretto, Karen Mahar, Kathryn Brown, Steve Barse.

- A. **Res. App. Election of Officers for 2025:** Guy presented the slate that showed all officers nominated will continue in their roles for 2025. Motion was opened to the floor and no nominations were offered. Angelillo moved to approve the officer slate as presented with a second from Pritchard. Motion passed with all present in favor.

Approval of the Minutes: A motion was made by Cowden to approve the minutes from the December 2024 meeting with a second from Guy. All present were in favor.

Treasurer's Report: Pritchard reviewed the report noting that all appeared "normal" for the end of the year. (See motion below)

Action on Bills: Nothing of note.

A motion to accept the Treasurer's Report and pay the bills was made by Marcell and seconded by Cowden. The motion passed with all present in favor of accepting the report and approval for the bills with all present in favor by roll call vote.

President's Report: Shirk offered thanks for the allowance to serve again as President. Committees will be assigned at next month's meeting. There is no update to date on the renovation plans. The City is looking at plans and preparing a budget that will potentially be presented at next month's meeting.

Director's Report: Mahar noted over 400 persons attended the Holiday Festival and many programs are scheduled already for 2025.

- A. **Personnel:** Interviews are being conducted for a part-time Library Assistant for the Circulation Department.
B. **Bookmobile:** The ten-year-old vehicle is currently undergoing repairs. A gas bill has been requested.

Communications/Correspondence: Various general correspondence was presented including an annual donation from a loyal patron.

Friends and Volunteers Report: The newly elected president of the group for 2025 renewed the group's offer to "cover" the bookmobile and requested that a first-floor closet be emptied for their use. A wheelchair from the closet may go to the Music Pier.

Building Issues: None.

Old Business: None.

New Business: A. Res. Approving a Temp. Budget for 2025: Marcell moved to approve the resolution approving a temporary budget for 2025 using 25% of the previous year's figures as is traditional. The motion passed with a second from Pritchard and all present in favor by roll call vote.

B. Presentation of the Operating Budget for 2025: Mahar reviewed the budget for members highlighting changes. The Budget Committee has already reviewed Mahar's proposals noting that some missing figures will not be available until next month. The proposal will be reviewed again at next month's meeting.

C. Res. App. Auditing Services for 2025: Guy moved to approve the Auditing Services contract for 2025 to Ford, Scott & Associates, L.L.C. with a second from Pritchard. The motion passed with all present in favor by roll call vote.

D. Res. App. Official Newspapers for 2025: Marcell moved to approve the resolution authorizing the official papers for 2025 as the Ocean City Sentinel and the Press of Atlantic City. With a second from Cowden, the motion passed with all present in favor.

E. Res. App. Cash Mgt. Plan for 2025: Angelillo moved to approve the Cash Management Plan for 2025. With a second from Pritchard, the motion passed with all present in favor by roll call vote.

- F. Res. App. Marketing Contract for 2025:** Tabled.

G. Res. App. Legal Services Contract for 2025: Cowden moved to approve the Legal Services Contract for 2025 to the law office of Stephen D. Barse, L.L.C. With a second from Pritchard, the motion passed with all present in favor by roll call vote.

H. Res. App. Custodial Services for 2025: Angelillo moved to approve the resolution approving custodial services to PCS for 2025. With a second from Pritchard, the motion passed with all present in favor by roll call vote.

Public Comment: None.

Authorization to Enter Closed Executive Session to Discuss Wage Increases for Part-Time and Full-Time Non-Union Employees: Marcell and Guy were excused. At 4:59pm, Cowden moved to enter executive session to discuss wage increases for full-time and part-time non-union employees where action may or may not be taken. With a second from Pritchard, the motion passed with all present in favor.

At 5:11pm, a motion to exit executive session and re-enter regular session where action may be taken was made by Angelillo, seconded by Pritchard, and passed with all present in favor.

Action on Executive Session: A. Res. App. Wage Increases: Cowden moved to approve the resolution approving wage increases for part-time and full-time non-union employees as discussed. The motion passed with a second from Pritchard and all present in favor by roll call vote.

Adjournment: Cowden moved to adjourn at 5:12pm with a second from Pritchard. All present were in favor.