

**AVALON LIBRARY BOARD OF TRUSTEES
JANUARY 8, 2015 MEETING MINUTES**

The meeting was called to order at 4:00 pm by Carl Mattia. Mr. Mattia read the Open Public Meetings Act. Flag salute. Roll call was taken.

Present: Carl Mattia, Jim Thatcher, Lynn Schwartz, Charles Covington, Stacey Tracy, Kate Nestor, Michele Petrucci, Norman Gluckman, Ron Ianoale, Board Solicitor

Absent: Jacquie Ewing, Mayor Pagliughi, Richard Hoy

Also Present: Nina Ranalli, History Center Director and Dave Coskey, representing the Historical Society

Michele Petrucci introduced the nominations for the Board Officers for 2015. Jacquie Ewing for President; Carl Mattia for Vice President; Jim Thatcher for Treasurer and Lynn Schwartz for Secretary. A motion to approve the nominations was made by Chuck Covington and seconded by Michele Petrucci. Approved by all. A motion to approve Carol Mengel as Library Board recording secretary for 2015 was made by Michele Petrucci and seconded by Lynn Schwartz. Approved by all. A motion to approve the Atlantic City Press as the official newspaper of the Avalon Free Public Library was made by Jim Thatcher and seconded by Chuck Covington. A motion to approve Res. 01-15, authorizing agreement for certain legal services for 2015, was made by Chuck Covington and seconded by Kate Nestor. Approved by all. A motion to approve the minutes of the December 11, 2014 meeting was made by Chuck Covington and seconded by Lynn Schwartz. Approved by all. Carl Mattia asked if there was any public comment(s) and there was none. No one from the public was present at the meeting. A motion to approve the payment of thirty-eight checks in the amount of \$531,931.82 was made by Chuck Covington and seconded by Kate Nestor. Approved by all. A list is attached of those checks and made a part of these minutes.

Norm gave his Library Director's report. The Library is now in compliance with the USPS regulations for mailing. December 2014 circulation exceeded December 2013 circulation. Nina presented her History Center report. She will look into getting a door counter. The "Shed" was originally used as a dwelling, per preservationist Joan Berkey. Suzi Gallagher will be the AHS point person for landscaping issues. Nina and Bonita have started scanning old photographs that were in danger of deterioration. Nina will begin her Strategic Planning process for the History Center, per the Board's and Norm's approval. A motion to approve Michele Petrucci and Lynn Schwartz as representatives of the Library Board on the History Center's Collections Committee was made by Chuck Covington and seconded by Kate Nestor. Approved by all.

Ron Ianoale gave an update on scan and publish. There had been concern about putting out into the public domain pictures and names of young people. Ron said that the Library is not required to comply with COPPA. A motion to authorize Norm Gluckman to complete and sign

the Collection Partner Participation Agreement with the New Jersey Digital Highway was made by Chuck Covington and Jim Thatcher. Approved by all.

A motion to approve the Library Director develop standard to comply with COPPA and review the COPPA policy with Library Counsel was made by Jim Thatcher and seconded by Chuck Covington. Approved by all.

Chuck Covington told the Board that in order to close out the Strategic Plan with the State, it was recommended that Norm approve action plans and modify template. The following motion was made by Lynn and seconded by Kate Nestor:

The Board approves the recommendations of the AFPL Finance Committee as outlined by the Director to update the Approved Strategic Plan to include an action plan so as to conform to the State of New Jersey Library Authority requirements necessary for approval of the recommended return of funds to the Borough of Avalon in accordance with State Statutes. Further the Board authorizes the AFPL Library Director to submit the updated Strategic Plan to the State Library in accordance with the steps necessary to implement N.J.S.A. 40:54-15.

This motion was approved by all.

The following motion was made by Chuck Covington and seconded by Michele Petrucci:

The Board authorizes the AFPL Library Director to submit to the State Library a revised return of surplus calculation to conform to the State Library's return of surplus template along with supporting budgets and capital plans in accordance with the steps necessary to implement N.J.S.A. 50:54-15 as recommended by the AFPL Finance Committee.

This motion was approved by all.

Dave Coskey said that \$15,000 was available from the Historical Society and proposed that the funds be used for programs, preservation and acquisitions. He also told the Board that the Historical Society agreed with the points regarding protocol which Jim Thatcher had distributed to the Board at last month's Library Board meeting.

Adjournment at 5:00 pm.