

Avalon Free Public Library
Board of Trustees
REGULAR SESSION MINUTES DECEMBER 14, 2023

A Regular Meeting of the Board of Trustees of the Avalon Free Public Library was held on Thursday, December 14, 2023 at 4:00 pm in the Library Meeting Room.

Attendance: Public - - - - - 0

The meeting was called to order by President Ewing. Ms. Ewing read the Open Public Meetings Act. Pledge of allegiance.

Roll call:

Present: President Jacquie Ewing, Trustee Kathy Fox, Trustee Barbara Juzaitis, Mayor John McCorristin, Trustee Kate Nestor, Trustee Michele Petrucci, Treasurer Jim Thatcher, Secretary D. Lynn Schwartz **Absent:** Trustee Richard Hoy, Vice-President Carl Mattia

Also present:

Erin Brown, Director

Minutes:

Regular Meeting Minutes Memorialized– November 9, 2023

Motion made by Trustee Petrucci, seconded by Secretary Schwartz that the minutes be approved as submitted. Motion passed unanimously by those present.

Check Authorization:

Motion made by Treasurer Thatcher, seconded by Trustee Petrucci to approve the payment of 33 checks totaling \$209,132.36. Motion passed unanimously by those present. A list of the checks is attached and made a part of these minutes.

Directors' Report:

Director Brown's report was forwarded to the Trustees via e-mail and is on file with the Recording Secretary. The launch of the new Integrated library system (ILS) was successful. Approximately 266 patrons attended the annual Story Time with Mrs. Claus event. Marketing RFP 2023 for marketing services was scheduled for posting in the official newspaper December 14 and packets will be emailed to potential bidders. Author events continue to be challenging to secure, since authors have become selective and incredibly expensive. Loan rules in response to staff recommendations during the software migration process are for Board consideration. Director Brown met with the BOE architect to better understand options for current library expansion of a second floor, and she will continue to send the Board updates. Personnel updates will be discussed at the January meeting with hiring recommendations. Printing needs continue to outpace inhouse PC and Wi-Fi use. History Center social media engagement remains strong.

RESOLUTION 16-2023- RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF AVALON IN THE COUNTY OF CAPE MAY, NEW JERSEY AMENDING LOAN RULES FOR PATRON BORROWING

Motion was made by Trustee Juzaitis, seconded by Trustee Nestor to approve the resolution. Motion passed unanimously by those present.

RESOLUTION 17-2023- RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF AVALON IN THE COUNTY OF CAPE MAY, NEW JERSEY AUTHORIZING THE 2024 OPERATING AND CAPITAL BUDGETS

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Motion was made by Secretary Schwartz, seconded by Trustee Juzaitis to approve the resolution. Motion passed unanimously by those present.

Seven Mile Publishing Update:

In Monica Coskey's absence, Erin Brown began by demonstrating the new digital edition of Check It Out, which includes interactive links. Email statistics show November e-newsletter had 51% opens and new books 68%. Total followers- Facebook 2,193 and Instagram 1,526. Campaign items for December will include Kanopy, Creative Bug and Hoopla. Completed projects include the History Center digital and print newsletter. They are currently working on the 2024 Vacation Guide, February/March programming and January dedicated email.

Trustee Richard Hoy arrived at 4:31 pm.

President Ewing requested a motion to enter closed session to discuss personnel. Motion was made by Trustee Petrucci and seconded by Treasurer Thatcher at 4:31 pm.

President Ewing requested a motion to return to public session. Motion was made by Trustee Petrucci and seconded by Secretary Schwartz at 4:36 pm.

Trustee Petrucci sought a motion to approve a salary increase for Director Erin Brown effective December 30, 2023.

Motion made by Secretary Schwartz seconded by Trustee Hoy. Motion passed unanimously by those present.

Adjournment:

Motion made by Treasurer Thatcher, seconded by Trustee Hoy to adjourn the Regular Meeting. Motion passed unanimously by those present. Regular Meeting adjourned at 4:39 pm.

Respectfully submitted,

Kimberly F. Mastriana, Recording Secretary

APPROVED: _____
Jacquie Ewing, Board President

ATTESTED: _____
D. Lynn Schwartz, Board Secretary