

Avalon Free Public Library
Board of Trustees
REGULAR SESSION MINUTES NOVEMBER 9, 2023

A Regular Meeting of the Board of Trustees of the Avalon Free Public Library was held on Thursday, November 9, 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 Richard Hoy, Trustee Barbara Juzaitis, Treasurer Jim Thatcher, Secretary D. Lynn Schwartz **Absent:** Trustee Kathy Fox, Vice-President Carl Mattia, Mayor John McCorristin, Trustee Kate Nestor, Trustee Michele Petrucci

Also present:

Erin Brown, Director
Monica Coskey, 7 Mile Times

Minutes:

Regular Meeting Minutes Memorialized- October 12, 2023

Motion made by Trustee Hoy, seconded by Treasurer Thatcher that the minutes be approved as submitted. Motion passed unanimously by those present.

Check Authorization:

Motion made by Treasurer Thatcher, seconded by Secretary Schwartz to approve the payment of 44 checks totaling \$163,374.24. 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. Year to date circulation continues to be the highest in the past five years. History Center Facebook engagement reached over 80,000 in October. Library website visits are up 40% vs. 2019 access with steady increases year to year. The 2023 Community Survey will be distributed by mail and email in November; the information gathered will be helpful with the new strategic plan. Event attendance returned to figures more consistent with typical offseason programs but still demonstrated growth vs. October 2020-2022. The History Center may need to close a few days while the building is being cleaned the week of December 4th. Summer 2024 concert series has been finalized and Author/speaker events are being scheduled. Launching new ILS library system on November 13, but patrons should not feel any impact. Shared parking lot changes become effective in January, which will restrict overnight parking. The Hometown Hero's Veteran booklets are now available and ready for distribution.

Director Brown sought a motion to add Trustee Barbara Juzaitis to the Avalon Library Buildings and Grounds Committee effective October 1, 2023.

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

Director Brown sought a motion to nominate Trustee Barbara Juzaitis to the Avalon Library Finance Committee and appoint her as Chair effective October 1, 2023.

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Motion made by Treasurer Thatcher seconded by Trustee Hoy. Motion passed unanimously by those present.

Vice- President Carl Mattia arrived at 4:13 pm.

Director Brown sought a motion to hire Noel Trokey as Library Assistant at \$18.50 per hour, 19 hours per week beginning December 2, 2023.

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

Director Brown sought a motion to create job opening for two additional year-round, parttime Senior Museum Assistants at \$23 per hour, 19 hours per week.

Motion made by Treasurer Thatcher seconded by Trustee Hoy. Motion passed unanimously by those present.

Director Brown sought a motion to create a job opening for a year-round, fulltime Program Assistant at \$52,000-\$62,000 annually.

Motion made by Treasurer Thatcher seconded by Trustee Hoy. Motion passed unanimously by those present.

Director Brown sought a motion to approve the deaccession of 26 items from the Avalon History Center's historical collection that do not meet current collection criteria. A list is attached and made a part of these minutes.

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

RESOLUTION 15-2023- RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF AVALON IN THE COUNTY OF CAPE MAY, NEW JERSEY ALLOCATING AMOUNTS IN THE CAPITAL RESERVE ACCOUNT FOR THE CAPITAL PLANS FOR CALENDAR YEARS 2024, 2025, AND 2026

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

Seven Mile Publishing Update:

Monica Coskey began with email statistics. The October e-newsletter had 51% opens and new books 70%. Total followers- Facebook 2,176 and Instagram 1,514. There were 96% desktop users and 4% mobile. Campaign items for November will include NYT cooking, Thanksgiving current events and consumer reports. Completed projects include the December/January postcard, 2024 magnet and 7 Mile Times Holiday edition. They are currently working on the history center digital and print newsletter and community survey for strategic planning.

Adjournment:

Motion made by Secretary Schwartz, seconded by Trustee Hoy to adjourn the Regular Meeting. Motion passed unanimously by those present. Regular Meeting adjourned at

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4:39 pm.

Respectfully submitted,

Kimberly F. Mastriana, Recording Secretary

APPROVED: _____
Jacquie Ewing, Board President

ATTESTED: _____
D. Lynn Schwartz, Board Secretary