

**AVALON LIBRARY BOARD OF TRUSTEES  
APRIL 11, 2019 MEETING MINUTES**

The meeting was called to order at 4:01 pm by Jacquie Ewing. Ms. Ewing read the Open Public Meetings Act. Flag salute. Roll call.

**Present:** Jacquie Ewing, Jim Thatcher, Lynn Schwartz, John McCorristin, Richard Hoy, Stacey Tracy, Nina Ranalli, Erin Brown

**Absent:** Carl Mattia, Mayor Pagliughi, Kate Nestor, Michele Petrucci, Erin Law - Board Solicitor

Motion to approve the minutes of the March 14, 2019 Regular Meeting made by John McCorristin, seconded by Richard Hoy. Approved by all. Motion to approve the minutes of the March 14, 2019 Closed Session made by Jim Thatcher, seconded by Richard Hoy. Approved by all. No one from the public was present and there were no public comments.

Kate Nestor entered the meeting at 4:04.

Motion to approve the payment of 50 checks totaling \$139,497.84 made by Jim Thatcher, seconded by John McCorristin. Approved by all. A list of the checks is attached and made a part of these minutes.

**Erin Brown** noted a donation to the library in memory of Madalyn Mingey, a long-time Avalon resident. Also discussed possible event sponsorship opportunities and is evaluating the feasibility of such.

Michele Petrucci entered the meeting at 4:10.

**Erin Brown** began the Directors' report by seeking a motion to hire a year-round part-time library assistant for 19 hours/week at \$15.82/hour. Motion made by John McCorristin, seconded by Kate Nestor. Approved by all. Motion to hire 3 seasonal part-time library assistants and 1 seasonal part-time programming aid made by Richard Hoy, seconded by John McCorristin. Approved by all. Regarding the Shared Services Agreement, meetings with the Finance Committee and Space, Buildings, and Grounds Committee are to be expected. The Library participated in a security drill with the Avalon Elementary School and Avalon Police Department. The Library website celebrated 1 year on April 3. We are working to evaluate the use of digital resources and remarket, rework, or remove resources as needed. Staff development day was last Friday, April 5<sup>th</sup> and a huge success. We visited 8 area libraries – 4 county, 4 municipal – in small groups and staff came back with ideas. We put together a PowerPoint with feedback. We had the State of the Library at Council. **John McCorristin:** Our wonderful Directors did a fabulous job last night; Positive comments from each Council Member.

**Nina Ranalli** – Library staff and the book bike will be at the AHLOA Community Connections event and a "Summer Programs Preview" will be available for distribution. The Library will be

the first location to have a Terracycle Box for plastic bag recycling. Library directional signage is in the process of going up. We are going to do a mailing of our Summer Guide for the first time.

Motion to approve the collections acquisitions made by Jim Thatcher, seconded by John McCorristin. Approved by all. The acquisitions include: (Carl Mattia) photocopy of VFW card 1956-1957; (Jacquie Ewing) 1982 beach tag; (Rose Marie Chew) 1990 Avalon Supply Co. notepad, homeowner's insurance docs 1965-1973, water bills 1965-1968, color postcard of Sportmen's Tavern, various local business fridge magnets from 2000 onwards, color slides: Avalon Hotel with snow, rainbow over ocean, sinking boat, Community Hall, person in snow, snowy road, snowy road with car, house & snow x2.

Patty Davis gave the Seven Mile Publishing update. March newsletter: 28% open rate; 17% click rate. March dedicated emails: Maker's Day: 27% open rate, April Programming: 68% open rate, Survey got 500+ responses. Social media in March reached 13,188 users. May's featured resource is Music. We will be highlighting the Freegal App and the physical collection at the library. We'll continue with programming, book reviews, and our Countdown to Summer Reading launches Memorial Day Weekend and will include photos and pictures.

Motion to approve Resolution No. 8-19, establishing a patron code of conduct policy regarding patron use of library facilities made by Richard Hoy, seconded by John McCorristin. Approved by all.

Motion to adjourn the meeting made by Richard Hoy, seconded by John McCorristin. Approved by all. Meeting adjourned 4:37 pm.