

**AVALON LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
SEPTEMBER 12, 2019**

The meeting was called to order at 4:00 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, Kate Nestor, Michele Petrucci, Nina Ranalli, Erin Brown

**Absent:** Carl Mattia, Mayor Pagliughi, Erin Law - Board Solicitor

**Minutes:** Motion to approve the minutes of the August 8, 2019 Regular Meeting made by John McCorristin, seconded by Jim Thatcher. Approved by all present.

**Public Comments:** No one from the public was present and there were no public comments.

**Check Authorization:** Motion to approve the payment of 41 checks totaling \$287,535.61 made by Jim Thatcher, seconded by John McCorristin. Approved by all present. A list of the checks is attached and made a part of these minutes.

**Seven Mile Publishing update:** Patty Davis gave the current statistics, usage, and content. Final edits are complete on the Fall Mailer which covers October through January. Whether it is mailed to Avalon residents or all Avalon property owners will be decided based on the budget.

Nina Ranalli began by thanking everyone for the kind words and stating she was leaving October 4<sup>th</sup> and is working on how to leave things with the appropriate people. Together with Erin Brown, she will work with the Personnel Committee on recommendations for how the position should be filled and what can be done organizationally. She expressed confidence in the building remaining open due to staff understanding of responsibilities in their job descriptions.

Jacquie Ewing responded by stating that Nina will be missed and noting her impact not only on the History Center, Historical Society, and Library but also the community as a whole.

Erin Brown thanked Nina and wished her well.

**Directors' Report:** Erin Brown noted two personnel items: A Senior Library Assistant is retiring after 15 years of service and a Library Assistant has requested to go from 15 to 8 hours/week. She requested the Board of Trustees make two motions regarding personnel.

Motion to promote the Circulation Coordinator from Senior Library Assistant to Supervising Library Assistant, adjusting the salary to \$48,000 made by Richard Hoy, seconded by John McCorristin. Approved by all present.

Motion to approve the creation of a new position, On Call Library Assistant, to provide flexible coverage at the circulation desk at a rate of \$15.53/hour with a minimum of 4 hours and a maximum of 24 hours per pay period made by Michele Petrucci, seconded by John McCorristin. Approved by all present.

Erin Brown continued that the first draft of the Shared Services Agreement has been distributed and she will meet with the Finance Committee and Building & Grounds Committee next week.

**New Business:**

Motion to approve Resolution No. 14-19, authorizing agreement for certain auditing services adopted by the Trustees of the Free Public Library of the Borough of Avalon made by Richard Hoy, seconded by John McCorristin. Approved by all present.

Fall Friday hours were mentioned and discussed.

**Adjournment:** Motion to adjourn the meeting made by Michele Petrucci, seconded by John McCorristin. Approved by all present. Meeting adjourned 4:28 pm.