

Avalon Free Public Library  
Board of Trustees  
REGULAR SESSION MINUTES JANUARY 14, 2021

A Regular Meeting of the Board of Trustees of the Avalon Free Public Library was held on Thursday, January 14, 2021 at 4:00 pm via Zoom due to current Covid-19 procedures in place.

Attendance: Public - - - - - 0

The meeting was called to order by President Ewing.

Pledge of allegiance.

<u>Roll call:</u>	President Jacquie Ewing	Present
	Trustee Richard Hoy	Absent
	Vice President Carl Mattia	Present
	Trustee John McCorristin	Present
	Trustee Kate Nestor	Present
	Mayor Martin L. Pagliughi	Absent
	Trustee Michele Petrucci	Present
	Secretary D. Lynn Schwartz	Present
	Treasurer Jim Thatcher	Present
	Trustee Stacey Tracy	Present

Also present:

Erin Brown, Director  
Patty Davis, Seven Mile Publishing  
Monica Coskey, Seven Mile Publishing  
Dave Coskey

Director Brown read the Open Public Meetings Act Announcement.

Public Comments:

None

Minutes:

Regular Meeting Minutes Memorialized– December 10, 2020

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

Trustee Michele Petrucci nominated the Board of Trustee Officers for 2021; Jacquie Ewing- President, Carl Mattia- Vice President, D. Lynn Schwartz- Secretary and Jim Thatcher- Treasurer. Motion made by Trustee McCorristin, seconded by Trustee Nestor and passed unanimously by those present.

Director Brown nominated Recording Secretary Kimberly Mastriana. Motion made by Trustee Petrucci, seconded by Carl Mattia and passed by all those present.

Check Authorization:

Motion made by Treasurer Thatcher, seconded by Trustee McCorristin to approve the payment of 28 checks totaling \$268,473.19 Motion passed unanimously by those present. A list of the checks is attached and made a part of these minutes.

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Directors' Report:

Director Brown forwarded the report to the Trustees via e-mail and it is on file with the Recording Secretary. Director Brown opened her report with Covid-19 updates and they are currently working on maintaining the services they have been providing since July. Over 700 responses to the planning survey have been received, which is a dramatic increase over the previous survey. Small scale virtual focus groups will begin in February. In-person events are highly unlikely for the foreseeable future and planning for in-person summer events will be difficult due to the patron population increase. A virtual author series is being planned and a survey will be sent out in the next month. Lengthy discussion among the Director and Trustees continued regarding virtual and outdoor events and how to make them spectacular while keeping the staff and patrons safe. Vice President Mattia said an Italian cultural club offered a virtual event with an author from Italy. This is an idea that could expand globally and be more exciting. Director Brown mentioned they are also exploring outdoor book clubs and small-scale events in the fall months. Library by mail is a unique offering that sets Avalon apart and the program is now run completely in-house with a mail meter and USPS pick-up and drop-off, which expands the Library's reach and the potential of mailing on-island. The History Center is virtually unveiling "Last Call on 36<sup>th</sup> & Ocean" on January 21, 2020 through the Library website on Zoom. Annual Statistics Report of 2020 was distributed to the Trustees by the Recording Secretary and reviewed by Director Brown. Some highlights include the You Tube visits were twice the amount in 2019, over 200,000 patrons were reached, social media and over 60% of the overall loans were digital and the Library provided 7,000 remote Wi-Fi sessions using exterior hotspots. Moving forward in 2021 a new strategic plan will be launched and they will continue to monitor the community's changing needs.

Seven Mile Publishing Update:

Patty Davis' report was forwarded to the Trustees via e-mail and it is on file with the Recording Secretary. Using a slideshow presentation, Ms. Davis gave the current statistics, usage and content. In December a new book e-mail was sent out, newsletter, 2020 survey and a dedicated e-mail for the History Center along with two Covid-19 announcements. The social media reach for December was over 16,000 patrons. In January they are sending a weekly, new book e-mail on Tuesdays and every couple of days there will be a new celebrating 2021 post. January/February programming postcards has been sent out and there will be another sent for March/April.

New Business:

Resolution 1-2021: RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF AVALON REGARDING ITS CASH MANAGEMENT PLAN THROUGH THE REORGANIZATION MEETING OF JANUARY, 2022 AND AUTHORIZING ITS NEWLY ELECTED OFFICERS TO SIGN VARIOUS CHECKS.

Motion was made by Trustee McCorristin seconded by Treasurer Thatcher that the resolution be adopted. Motion passed unanimously by those present.

Resolution 2-2021: RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY IN THE BOROUGH OF AVALON AUTHORIZING AGREEMENT FOR CERTAIN LEGAL SERVICES FOR 2021.

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Motion was made by Treasurer Thatcher, seconded by Trustee Petrucci that the resolution be adopted. Motion passed unanimously by those present.

Resolution 3-2021: RESOLUTION OF THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY IN THE BOROUGH OF AVALON REAPPOINTING VARIOUS LIBRARY PERSONNEL FOR THE 12 MONTH PERIOD, BEGINNING JANUARY 1, 2021 TO DECEMBER 31, 2021.

Motion was made by Trustee Petrucci, seconded by Treasurer Thatcher that the resolution be adopted. Motion passed unanimously by those present.

Resolution 4-2021: RESOLUTION OF THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY IN THE BOROUGH OF AVALON DESIGNATING THE OFFICIAL NEWSPAPER OF THE AVALON FREE PUBLIC LIBRARY FOR A PERIOD OF ONE (1) YEAR COMMENCING JANUARY 1, 2021 THROUGH DECEMBER 31, 2021.

Motion was made by Trustee McCorristin, seconded by Trustee Petrucci that the resolution be adopted. Motion passed unanimously by those present.

Dave Coskey presented Avalon's Gallery of Honor and Avalon's Gallery of Valor idea for the Historical Society. A summary has been distributed to the Trustees via email by the Recording Secretary. Avalon's Gallery of Honor is an opportunity to memorialize some of the more memorable personalities from the past 120 years. The Gallery of Valor will include and be limited to those who are honored by a Veteran's banner on Dune Drive. It is proposed to be an annual event with nominations and a selection committee. This will stimulate local research, create signature events involving the community and spark new visitor interest.

Adjournment:

Motion made by Vice President Mattia, seconded by Trustee McCorristin to adjourn the Regular Meeting. Motion passed unanimously by those present.

Regular Meeting adjourned at 4:49 pm.

Respectfully submitted,

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Kimberly F. Mastriana, Recording Secretary

APPROVED: \_\_\_\_\_  
Jacquie Ewing, Board President

ATTESTED: \_\_\_\_\_  
D. Lynn Schwartz, Board Secretary