

Avalon Free Public Library
Board of Trustees
REGULAR SESSION MINUTES SEPTEMBER 10, 2020

A Regular Meeting of the Board of Trustees of the Avalon Free Public Library was held on Thursday, September 10, 2020 at 4:00 pm in the library meeting room located at 235 32nd Street, Avalon, NJ.

Attendance: Public - - - - - 0

The meeting was called to order by President Ewing.

<u>Roll call:</u>	President Jacquie Ewing	Present
	Trustee Richard Hoy	Present
	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
Monica Coskey, Seven Mile Publishing
Patty Davis, Seven Mile Publishing

President Ewing read the Open Public Meetings Act Announcement.

Pledge of allegiance.

Minutes:

Regular Meeting Minutes Memorialized– August 13, 2020

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

Public Comments:

None

Check Authorization:

Motion made by Treasurer Thatcher, seconded by Trustee Petrucci to approve the payment of 34 checks totaling \$127,112.77 Motion passed unanimously by those present. A list of the checks is attached and made a part of these minutes.

Directors' Report:

Director Brown forwarded the report to the Trustees via e-mail and it is on file with the Recording Secretary. She began by explaining the scheduling of the part-time and full-time employees and the hours of the library have been expanded to seven (7) days per week. There are later hours on Fridays for the weekend visitors and the community. She added that there are sufficient PPE and cleaning supplies for the next couple of months, but they

Avalon Free Public Library
Board of Trustees
REGULAR SESSION MINUTES SEPTEMBER 10, 2020

are working on getting more disinfectant materials, which are the challenge. Returned materials are in quarantine four (4) days before they can be checked back in and this time frame might be extended. Storage space is limited for the materials and there is an additional storage unit. Trustee Mattia suggested using UV lighting for disinfecting, but this method was not suggested for library lending by the professionals. Trustee McCorristin suggested a work trailer with temperature controls as an option for storage.

Construction for the History Center addition is anticipated to start in the Fall of 2021, depending on the project's status. They will first review the plan to see if any adjustments are needed due to Covid-19. Self-guided walking tours were added in August. Library uses have increased with porch pick-ups significantly decreasing. The community has been compliant and appreciative. Programming is challenging and the committee will be meeting to discuss options for what onsite and remote might look like in the upcoming months and year. Space in the facilities is the biggest challenge with socially distancing. Library by mail will be under a new service and resume in the fall. The self-guided walking tour has done well; this is the first of others that will be added. Statistically the overall circulation is only down by 30% in August. Trustee Mattia asked for statistics from other libraries in the state. Director Brown will try to obtain regional data including Ocean City, which is most comparable because County libraries are only curbside.

Trustee Hoy thanked the Director and the library staff for their efforts this summer. He has received numerous, positive feedback from public.

Seven Mile Publishing Update:

Patty Davis' report was forwarded to the Trustees via e-mail and it is on file with the Recording Secretary. Ms. Davis gave the current statistics, usage and content. E-mail and social media post numbers are up ninety (90) per month, compared to 50. There will be a dedicated e-mail for www.tutor.com next week. They are working on a walking tour brochure and there will also be socially distanced activities for Thanksgiving weekend. The Fall mailer with the capital strategic plan will be sent to property owners digitally and also hard copy.

New Business:

Resolution 18-2020: RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF BOROUGH OF AVALON IN THE COUNTY OF CAPE MAY REGARDING ITS REVIEW OF THE 2019 ANNUAL AUDIT

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

Resolution 19-2020: RESOLUTION OF THE TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF AVALON IN THE COUNTY OF CAPE MAY, NEW JERSEY ESTABLISHING COVID-19 CASE GUIDELINES FOR RESPONDING TO STAFF EXPOSURE OR POSITIVE DIAGNOSIS OF COVID-19.

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

Avalon Free Public Library
Board of Trustees
REGULAR SESSION MINUTES SEPTEMBER 10, 2020

Adjournment:

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

Regular Meeting adjourned at 4:25 pm.

Respectfully submitted,

Kimberly F. Mastriana, Recording Secretary

APPROVED: _____
Jacquie Ewing, Board President

ATTESTED: _____
D. Lynn Schwartz, Board Secretary