MEETING CALLED TO ORDER by Board President Nancy Grover at 7:02 p.m.

FLAG SALUTE

SUNSHINE NOTICE: Adequate notice of the meeting has been advertised in the Berlin Sun, and the Camden Courier Post. Notice of the meeting has been posted on the bulletin board and website of the MFML, indicating the date, time and location of this meeting.

ROLL CALL: Nancy Grover (Here), Millard Wilkinson, Jr. (Here), Deanna Schuenemann (Here), Christina Hoffmann (Here), Robert Foster (Absent), Mary Kristen Albertson (Here), Kimberly Cunningham (Here), Mayor Rick Miller (Absent), Dr. Joseph Campisi (Absent), Patty Palmieri (Absent)

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie; Friends’ President Katie Kas; Gail David from Eastern Regional High School (ERH) and Alice Malloy from Our Lady of Mount Carmel Regional School (OLMC)

APPROVAL OF MINUTES FOR BOARD MEETING HELD FEBRUARY 11, 2020: Motion to approve the February 11, 2020 minutes distributed via email made by Deanna Schuenemann and seconded by Millard Wilkinson. All in favor, motion approved.

REPORT OF FRIENDS: Katie Kas advised that the next meeting of the Friends will be held on Friday, March 20th at the library. Gail is putting together a basket that will be raffled during the Mother’s Day Tea. There will be a more detailed update of this year’s plans at our next board meeting.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Gail David said their current Business Administrator will be retiring as of August 1st. Three surveys are upcoming for students, community members and district staff that will help identify issues, as well as resolutions. The student survey will be conducted this Friday during health and P.E. classes. Upcoming in March, the school will facilitate a communications survey for parents, staff and community members. Lastly, the district will issue a survey of social and emotional learning for teachers to complete. The annual craft show and auction raised over $18K. The Sophomore Cotillion is this Friday and Graduation is on Wednesday, June 17th. There are 519 graduating Seniors. The BOE meeting is March 12th where they will be honoring the girls’ field hockey team for their 21st consecutive state title win.

Alice Malloy said enrollment at OLMC is steady with K through 8th grade with 33 in preschool. Standardized testing is currently underway. Basketball season is winding down and track season begins next week. Six Junior High students progressed to the regional finals of the National History Bee and National Science Bee. All the students who took the online test qualified to move on. The school is sponsoring an American Girl Doll Tea on Sunday, March 29th at Lucien’s.
PRIVILEGE OF THE FLOOR: This section is not applicable as there are no members of the public present at the meeting.

TREASURER'S REPORT: Christina Hoffmann, Treasurer (Please see Attachment A)
   MFML Operating/Checking Account: $86,510.26
   MFML Payroll Account: $5,867.72
   Accounts of MFML as an Association Library from 1957 to 12/31/2014
   TD Money Market Account: $66,306.58
   Total: $158,684.56

The second page shows the outstanding checks. Hearing no further questions or discussion, motion to receive and approve the Treasurer’s Report made by Millard Wilkinson and seconded by Deanna Schuenemann. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B)
   Receipts for February 2020: $20,696.72
   Disbursements for February 2020: $17,491.86
   Total YTD Budget Expenses: $33,576.66

Director Flynn noted that the Book Systems, Inc. expense is our annual contract expense for the OPAC online catalog system. The expense for the Architects of $1,500 is our first installment payment. The second page of the report gives you the breakdown by line items. We budgeted $9K for the line item of “Professional Services” for the help we are getting with the grant application. Hearing no further questions, motion to receive and approve the Director’s Financial Report made by Kim Cunningham and seconded by Tina Hoffmann. All in favor, motion approved.

DIRECTOR AND COMMITTEE REPORTS: Director Flynn (Please see Attachment B)

Buildings & Grounds:

Construction Bond Update – The architects have 26 pieces, including architectural drawings and pricing, that need to be put together for the grant application. Christine has been working with the architect along with the design group since even furniture needs to be included in the drawings. The architect sent Christine a draft and it is a thorough room-by-room analysis. The only piece we are missing is the community review from the grant writer. Christine is projecting we will be ready to submit our application by the third week in March. At their last meeting, the Berlin Council passed a resolution showing their full support for the library in this endeavor. We need to include this resolution with the application, and the Board also needs to pass a resolution for the cost of the application. The cost to apply for the grant is $753K due to inflation and the original design not fitting with the style of the building. We have the money in the budget, along with funding from the Friends, to cover this increase.

Motion to approve Resolution R3-2020 that the MFML certifies that permission has been granted to apply for the project grant ($753K) entitled the New Jersey Library Construction Bond Act made by Millard Wilkinson and seconded by Deanna Schuenemann. There was no further discussion or questions. All in favor, motion approved.

Millard asked if the Board will be able to review the community narrative prior to submission. Christine said she could email that part out in case board members had any input.
Library Programs:

February was a quiet month with all regular programs held as planned. There was a special Dr. Seuss program during Children’s Story Hour. Training for the 2020 Census will also be held here in the library.

OLD BUSINESS: There was no additional old business discussed at this meeting.

NEW BUSINESS: There was no new business presented at tonight’s meeting.

PRIVILEGE OF THE FLOOR: This section is not applicable as there were no members of the public present at the meeting.

Motion to adjourn the meeting was made by Deanna Schuenemann and seconded by Millard Wilkinson at 7:22 p.m. Hearing no further questions or discussion, all in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING WILL BE HELD ON TUESDAY, APRIL 14, 2020 AT 7:00 P.M.

TRUSTEES: PLEASE CALL NANCY GROVER OR THE DIRECTOR TO CONFIRM IF YOU WILL BE ATTENDING THE NEXT MEETING.

Respectfully submitted,

Mary Kristen Albertson
Secretary of the Trustees