

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MONTHLY MEETING MINUTES OF BOARD OF TRUSTEES
TUESDAY, NOVEMBER 9, 2021

MEETING CALLED TO ORDER by Board President Nancy Grover at 7:00 p.m.

FLAG SALUTE

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

ROLL CALL: Nancy Grover (Present), Millard Wilkinson, Jr. (Present), Christina Hoffmann (Present), Mary Kristen Albertson (Present), Kimberly Cunningham (Not Present), Deanna Schuenemann (Present), Mayor Rick Miller (Present), Dr. Joseph Campisi (Present), T. Bonmati (Not Present)

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie, and our newest board member Corinne Dowdell

SWEARING IN of Corinne Dowdell to fill unexpired term of Robert Foster.

APPROVAL OF MINUTES FOR BOARD MEETING HELD OCTOBER 12, 2021: Motion to approve the OCTOBER 12, 2021, minutes as per email distribution made by Deanna Schuenemann and seconded by Millard Wilkinson. There are two minor spelling corrections that have been made to the notes. All in favor, motion approved. Rick Miller abstained from the roll call vote.

REPORT OF FRIENDS: The Friends' do not have a representative at tonight's meeting and there are no new updates.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Alice Malloy provided the update for OLMC. Enrollment is steady at 175 Pre-K through 8th grade with a loss of a few students due to job relocations. Boys' Basketball is starting for 7th and 8th grade only. Hopefully, 5th and 6th grade will start after the holiday once more students receive their vaccinations. The school is looking forward to their Thanksgiving Brunch with hot lunches being delivered to classrooms. The "Win Big" drawing will be held on Saturday, Dec. 4th. The hope is to hold this event and other Christmas programs in person, but that decision will be made closer to the events. The Pre-K through 3rd grade concert will be held on Dec. 15th, the Band, Choir and Handbells concert will be on Dec. 17th and Lessons and Carols will be on Dec. 21st.

Dr. Campisi said BCS is full steam ahead with programs and sports, and that they hope to hold holiday concerts and other events in person as well. The school is actively looking for a wrestling coach and interested candidates must have a substitute certification. Parent and teacher conferences and the teachers' convention have just concluded, and they are working on an updated curriculum for technology this month. They are piloting some new programs and just completed the state of New Jersey's "Start Strong" assessments. Dr. Campisi hopes to receive some good data from these tests.

TREASURER'S REPORT: Christina Hoffmann, Treasurer (Please see Attachment A): October 2021

The balance as of 10/31/21 is as follows:

MFML Operating/Checking Account: \$100,237.30
MFML Payroll Account: \$4,628.25
Capital Reserve Account: \$116,362.57
Total: \$221,228.12

The second page of the report shows the outstanding checks totaling \$4202.50 YTD October. Hearing no other 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): October 2021 Report

Receipts for Oct. 2021: \$25,990.30
Disbursements for Oct. 2021: \$20,380.66
Total YTD Budget Expenses: \$182,772.71

We received some additional donations for the new outside garden, and the state aid we received was \$4164. There were expenses for the mural and landscaping for the garden that we paid prior to our usual monthly expenses. The rest were our normal bills for the month. We continue to underrun the yearly budget because of not paying out program expenses due to Covid. The second page of the report shows the budget versus actual expenses line by line. Motion to receive and approve the Director's Financial Report made by Tina Hoffmann and seconded by Mary Kristen Albertson. All in favor, motion approved.

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

Buildings & Grounds Committee:

Landscaping: Landscaping for the new garden has been completed. The garden and mural are being very well received. The only issue was that the benches kept blowing over, but Public Works has anchored them. Christine also said that people often stop to read the historical marker. Tina plans to plant bulbs in the Springtime and would also like to add a maintenance-free flowering bush. One other point to consider is painting over the mural with a clear acrylic to protect it. We will reach out to the artist again and decide at our next meeting.

Construction Bond Update: There has been no award information about the Construction Bond Grants as of today, but according to communication from the State Library, recommendations have been forwarded to the legislative branch per an Oct. 22nd email. Last year at this time, we knew of their decision. Christine hopes to receive notice by the end of the year.

Old Business: There was no old business presented at tonight's meeting.

New Business: Christine said we want a lamp post sign designated for the library. The cost for a new sign is \$300. We will work with Secret Design to produce a design and we have money in the budget for this project.

Privilege of the Floor: Betty thanked everyone for making this year's "Fall Fest" a success. Participating local businesses and churches did very well in sales and raffle ticket sales. The Borough and DPW as well as local law enforcement and EMTs did an outstanding job as usual.

Per the Mayor, the Berlin Rotary is planning to hold its annual tree lighting and Santa parade on the first Saturday of December, and the library will hold an Open House at the same time. The date for this event is Dec. 4th. Betty pointed out that OLMC is having its "Win Big" drawing on that same evening, so they will not be able to provide any music this year. Nancy suggested that BCS could participate and provide the holiday music in the library instead. Mary Kristen will send an email to Dr. Campisi to follow up with BCS music teacher Tim Trout about this event. Motion to close the privilege of the floor made by Corinne Dowdell and seconded by Deanna Schuenemann. All in favor, motion approved.

Motion to adjourn the meeting made by Deanna Schuenemann and seconded by Millard Wilkinson at 7:27 p.m. Hearing no further questions or discussion, all in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING IS ON DECEMBER 14, 2021.

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