

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MONTHLY MEETING MINUTES OF BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 13, 2022

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

FLAG SALUTE

SUNSHINE NOTICE: Adequate notice of this meeting has been given in accordance with the Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231. Said notice has been given to the Berlin Sun and the Camden Courier Post Newspaper. It has been posted on the MFML Bulletin Board and the website of the Marie Fleche Memorial Library showing the date, place, and time of said meeting.

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

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie; Katie Kas from the Friends; and several members of the public.

APPROVAL OF MINUTES FOR BOARD MEETING HELD ON AUGUST 9, 2022: Motion to approve the August 9, 2022 minutes as per email distribution made by Millard Wilkinson and seconded by Corinne Dowdell. All in favor, motion approved. Miller, Bonmati and Hoffmann abstained from RCV as they were not present at last month's meeting.

REPORT OF FRIENDS: Katie Kas introduced herself and said that the Book 'N Bake Sale will be held on Saturday, September 24th from 10 a.m. to 2 p.m. Currently, the Friends are still accepting flea market donations and children's books. Therese will include the flyer for the Book 'N Bake Sale with her newsletter that goes out to the BCS community. The Boscov's "Friends Helping Friends" campaign will be held again this year. Tickets will be sold at \$5 apiece. Tickets are still being sold for the Fall-themed basket as well. The next meeting of the Friends will be held at the end of October, but the date is to be determined,

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Therese Bonmati said BCS is off to a strong start to the year. There was an issue with flooding in the school's library at the end of last year, but all is up and running now. Both the Interact Club and Junior Honor Society (JHS) are two big groups of student volunteers that can help with library events.

TREASURER'S REPORT: Christina Hoffmann, Treasurer (Please see Attachment A): Jul. 2022

The balance as of 8/31/22 is as follows:

MFML Operating/Checking Account: \$92,382.06
MFML Payroll Account: \$6,358.47
Capital Reserve Account: \$158,877.45
Total: \$257,617.98

The second page of the report shows the outstanding checks totaling \$10,874.14 Hearing no further questions or discussion, motion to receive and approve the Treasurer's Report made by Corinne Dowdell and seconded by Therese Bonmati. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B): Aug. 2022 Report
Receipts for Aug. 2022: \$25,400.00
Disbursements for Aug. 2022: \$21,630.24
Total YTD Budget Expenses: \$147,878.40

Director Flynn pointed out that there was a generous donation of \$2500 made by a local patron on behalf of the Harvest Church. The expenses for Farm Friends, LLC and Dovetail Presentations were for the end of the Summer Reading Program. We had an audit so the expense for Bowman & Company was \$6750. The second page of the report shows you by line item where we are year-to-date. Hearing no questions, motion to receive and approve the Director's Financial Report made by Millard Wilkinson and seconded by Rick Miller. All in favor, motion approved. Tina Hoffmann abstained from the roll call vote.

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

Summer Reading Program: We had seventy-five children actively participate in the Summer Reading Program "Oceans of Possibility" logging one thousand reading hours. In-house programs were back this year too after a shutdown during Covid. Circulation triples in the summertime because children check out so many books. The magic show at the end of program party was a big hit as well.

Finance: The audit for 2021 was conducted by Bowman and Company and the finance committee met to review the results of the audit. The audit report was sent via email distribution to all board members for review. There were no findings. We need to pass a formal resolution certifying the audit results and sign a group affidavit to that effect. Motion to approve **R9-1 2022 Certification of the Governing Body of the 2021 MFML Annual Audit** made by Millard Wilkinson and seconded by Mary Kristen Albertson. All in favor, motion approved. The group affidavit was passed around for the signatures of those board members present at tonight's meeting. The recording secretary also signed and witnessed the execution of the group affidavit.

Buildings & Grounds Committee:

Review of Projects: Director Flynn reviewed all projects that are currently moving forward. In July, we signed an agreement with CMC to have our HVAC system updated. We are receiving a deep discount for our new HVAC system through the NJ Direct Install Program. Work will begin tomorrow and run all this week starting at 7 a.m. daily. Christine will provide the crew with a key to the library so they can begin work before employees and patrons arrive each day. We also signed an agreement to replace the front window. It is a replica of the original window, but it is energy efficient and will be completed by the end of November or early December timeframe. Insulation cannot begin until caps are placed on the high hats and recessed lighting because the insulation will be blown into the ceiling. The new library shelves and furniture are being custom built to fit into the room and will also be completed in November or December.

Estimates: Christine has estimates for three additional projects we discussed previously. The first estimate is for the heating in Children's Room. There are two different options. One is to replace the existing side units (\$7K) and one is to run new more energy efficient units (\$13K) in the ceiling. Motion to approve the more energy-efficient units that will be run overhead in the

attic totaling \$13,681 made by Corinne Dowdell and seconded by Millard Wilkinson. All in favor, motion approved.

The new lighting which is coupled with the HVAC upgrade only includes fluorescent lighting. We will need to hire another contractor to put caps on the high hats and recessed lighting so we can get the insulation put in the ceiling. They will also put all new LED lights in these fixtures. Motion to approve All Wired Electric to put caps on high hats in the 1957 building for \$1425 made by Corinne Dowdell and seconded by Therese Bonmati. All in favor, motion carried.

Director Flynn received two different quotes to remove the old entry doors and replace them with windows. The first quote was \$7K while the second quote was extremely high at \$17K. Motion to approve \$7,200 to replace the old entryway doors made by Corinne Dowdell and seconded by Therese Bonmati. All in favor, motion approved.

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

New Business: There was no new business discussed at tonight's meeting.

Privilege of the Floor: Motion to open the privilege of the floor to the public made by Millard Wilkinson and seconded by Mayor Miller. All in favor, motion carried. Joe Keskes, resident and former mayor of Berlin, asked where the funding for the improvements is coming from, and the Board President responded that the library is using its own budgeted money. Jean Keskes asked why we were replacing the front window. Descendants of Marie and Lucien Fleche, Judy Fleche Manna and Barbara Fleche Bogan talked about the history of the library. Betty Velie added this information is also posted on our library's website. They expressed their concerns over the changes being made to the library and whether these changes will be in keeping with preserving the history of the library. Jose Hernandez asked if changing the windows and doors would affect the building's historical status. It was pointed out that three smaller windows in the building have been replaced. Discussion then followed about the 1957 building and whether or not it is considered "historic." There are certain criteria for historic buildings which include the age of the building (must be greater than 50 years old), and whether something of historical significance happened in the building.

A lengthy conversation about the front window then followed. This window is not insulated or made with safety glass, and it also contains lead paint. Jose Hernandez asked if we ever received an estimate to repair the window and if an abatement for lead paint was ever conducted by council or the town. The Board President said we tested the window for lead paint ourselves using a test kit. Tina Hoffmann referred people to njps.gov for further information on why lead paint does not have to be remediated. Director Flynn said the primary reason for replacing the window is because it is not insulated or made of safety glass, and the secondary reason is the lead paint. Jose Hernandez then said the building lies within the historic district so that should have been considered, and then more discussion followed about whether or not the 1957 building is historic. Tina Hoffmann said it is a historic building and cited a reason for each criterion.

Bill Toy's niece, Brenda Rowand questioned whether or not there is lead paint in the front window. She said her uncle made all the bookcases and she asked why these shelves were being replaced. Corinne Dowdell responded that we are replacing the shelves because we need more space for books. The new shelves are being custom built and will be made of dark cherry wood to look like the existing shelves. Carpeting is being added to warm up the room and control the noise. Both the Director and board member Corinne Dowdell expressed that the

Board is trying to make the library more comfortable and modern for its patrons while at the same time maintaining the library's historical feel. It is a balance between bringing the library forward to 2022 and keeping its history at the same time. Ann Mazza asked if a fundraiser could be set up for a specific project to save the front window, but it was said that we could not ask the public for more money since we had the money to pay for the projects. One member of the public, a schoolteacher, said she could understand the need for more electrical outlets, but her opinion was to keep the wood floors over carpeting. Director Flynn explained about the carpet tiles that will be used and that these tiles can be replaced in high-traffic areas. There is no adhesive used with the carpet tiles so the wood floor will not be harmed. Jeff Greenberg said he wanted to speak on behalf of keeping the wood floor, and he asked if insulation is underneath the floor to help warm the room. There is insulation underneath the floor, but the room is still cold per the Board President. She added that noise reduction is another big reason carpet tiles were chosen over refinishing the floor. Mr. Greenberg then asked if the Board would consider preserving just a section of the flooring like they did with the fireplace in the Dill House. Motion to close the privilege of the floor made by Mary Kristen Albertson and seconded by Mayor Miller. All in favor, motion carried.

Motion to adjourn the meeting made by Millard Wilkinson and seconded by Therese Bonmati at 8:14 p.m. Hearing no further questions or discussion, all in favor, motion approved. Board President Nancy Grover thanked everyone for coming and sharing their opinions.

OUR NEXT BOARD OF TRUSTEES MEETING IS ON OCTOBER 11, 2022, 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