

MARIE FLECHE MEMORIAL LIBRARY  
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009  
MONTHLY MEETING MINUTES OF BOARD OF TRUSTEES  
TUESDAY, MARCH 21, 2023

MEETING CALLED TO ORDER by Board President Nancy Grover at 7:04 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. (Not Present), Mary Kristen Albertson (Present), Deanna Schuenemann (Present), Corinne Dowdell (Present), Cecilia Kuns (Present), Mayor Rick Miller (Present), Supt. Dr. Joseph Campisi (Not Present), Therese Bonmati (Present)

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie

APPROVAL OF MINUTES FOR BOARD MEETING HELD ON FEBRUARY 14, 2023: Motion to approve the Feb. 14, 2023 minutes as per email distribution made by Deanna Schuenemann and seconded by Therese Bonmati. Mayor Miller abstained from the roll call vote as he was not present at the last meeting. All in favor, motion approved.

REPORT OF FRIENDS: Deanna gave a brief update on behalf of the Friends. The Friends donated money to the library that will go towards the cost of the overall improvements. Their last meeting was held on a Saturday afternoon, and it was well attended with eighteen people. The next meeting on April 1<sup>st</sup> will primarily be a planning meeting for the *Mother's Day Tea*. There will be one seating for the Tea and the price per ticket will be \$20.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Therese Bonmati said that BCS is still in need of a full-time librarian. Currently, there is a substitute, Teri Davis, who is doing an excellent job. The Spring Book Fair was a big success, and books were donated to each class by the BCSHA.

TREASURER'S REPORT: Corinne Dowdell, Treasurer (Please see Attachment A): Feb. 2023

The balance as of 2/28/23 is as follows:

MFML Operating/Checking Account: \$85,891.16  
MFML Payroll Account: \$4,930.75  
Capital Reserve Account: \$55,230.87  
Total: \$146,052.78

We had just over \$28K in outstanding checks last month. There was no further discussion, and a motion to receive and approve the Treasurer's Report was made by Deanna Schuenemann and seconded by Mary Kristen Albertson. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B): Feb. 2023 Report  
Receipts for Feb. 2023: \$35,393.93  
Disbursements for Feb. 2023: \$27,372.57  
Total YTD Budget Expenses: \$166,510.55

Director Flynn mentioned that Book Systems is the annual fee for our catalog. The Agati expense is the balance for our furniture, but we are now caught up on our expenses with regards to the renovations. Johnson Controls is for the new alarm system. There was some discussion about changing the cleaning company. Also, the second page of the report shows our year-to-date expenses, which are the expenses incurred for the renovations. Hearing no additional questions, motion to receive and approve the Director's Financial Report made by Corinne Dowdell and seconded by Therese Bonmati. All in favor, motion approved.

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

### **Buildings & Grounds Committee**

Update on Renovations – Christine is collaborating with the electrician to finalize the rest of the lighting changes, and the front window will be replaced in April. Bill Behnke contacted Christine to say that the Spring landscaping clean-up will be taken care of by a donor. Mayor Miller said Public Works can help with landscaping maintenance throughout the year. He will also look into replacing the ramp and door at the back of the building. Both are in poor shape and need attention, and we are not equipped to make the changes as we want to keep with the historical look of the building, etc.

### **OLD BUSINESS:**

2023 Committee Appointments – Nancy reviewed the 2023 committee assignments. With no board member requesting a change, the appointments are finalized (see Attachment C).

### **NEW BUSINESS:**

By-Laws: The by-laws committee met and there is one minor addition to article 6 regarding electronic meeting attendance. Language will be added that will allow for trustees to attend meetings virtually for a period not to exceed 6 months. "Emeritus Status" may be offered to certain board members if they cannot return to in-person meetings after the 6-month period is over. It was also noted that the 6 months does not have to be consecutive. This amendment will be made and presented for approval at our next meeting.

The plaque and picture commemorating the "Music Corner" in the library will be replaced as soon as possible.

Discussion then turned to the letter the library received from a patron regarding her experience on March 10, 2023. Correspondence will be drafted by the director with input from Corinne and Therese. We have policies and training in place that address this patron's concern. Any patron concerns should be directed to the Board of Trustees via the Director's email address currently listed on the MFML website.

Virtual Trustee training will be held this Saturday at 10 a.m. for those who can attend.

PRIVILEGE OF THE FLOOR: Betty said the BOT by-laws are not currently on the website, but it was said that the amended by-laws may be added to the website following board approval.

MOTION TO ADJOURN the meeting was made by Corinne Dowdell and seconded by Deanna Schuenemann at 8:02 p.m. There was no further discussion. All in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING IS ON APRIL 11, 2023 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