

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MONTHLY MEETING MINUTES OF BOARD OF TRUSTEES
TUESDAY, APRIL 11, 2023

MEETING CALLED TO ORDER by Board President Nancy Grover at 7:01 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 (Not Present), Supt. Dr. Joseph Campisi (Not Present), Therese Bonmati (Not Present)

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie: Alice Malloy from OLMC

APPROVAL OF MINUTES FOR BOARD MEETING HELD ON MARCH 21, 2023: Motion to approve the Mar. 21, 2023 minutes as per email distribution made by Deanna Schuenemann and seconded by Corinne Dowdell. All in favor, motion approved.

REPORT OF FRIENDS: Deanna provided an update for the Friends. She said the Mother's Day Tea is almost completely sold out, and that the Friends will be meeting tomorrow at noon.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Alice Malloy said enrollment is steady and the school is closed this week for Easter Break. Since her last report, they had one student participate in the All-South Jersey Junior High Band and three students chose to participate in the Elementary Honor Band on April 29th. The basketball season had ended while the first track meet will be held this Saturday, April 15th. They held a successful toddler class called *March into Spring* with children aged 2 to 5 years of age. Students participated in the *Kids Heart Challenge* and raised over \$6K. The school budget for next year has been submitted to the diocese for review, and the second graders are preparing for First Communion, which will be held on the weekend of May 6th-7th. The Knights of Columbus are also holding a blood drive tomorrow from 9 a.m. to 7 p.m.

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

The balance as of 3/31/23 is as follows:

MFML Operating/Checking Account: \$88,187.02
MFML Payroll Account: \$4,604.32
Capital Reserve Account: \$55,233.22
Total: \$148,024.56

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): Mar. 2023 Report
Receipts for Mar. 2023: \$25,410.53
Disbursements for Mar. 2023: \$23,104.67
Total YTD Budget Expenses: \$189,945.65

Director Flynn said that Matt Robinson Electrical expense was for outlets in the floor, as well as lines for new cameras, the people counter, and phones. The South Jersey Alliance for Independent Libraries or SAIL is a new alliance formed between the libraries in South Jersey. A total of 22 libraries have been invited to join. Library Directors can get together informally to share knowledge and partner on different initiatives such as "Book in the Bag." There is a small expense for promotional items for the upcoming summer reading program, and Christine noted that the miscellaneous expense was for the luncheon we provided for the DPW as a *thank you* for all their help. We have a new cleaning person as well. 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 Celia Kuns. All in favor, motion approved.

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

Buildings & Grounds Committee

Update on Renovations – Christine said the overhead lights are ordered, but it will take about four to five days for them to come in. They will be installed along with new fluorescent lighting, and she expects this work to be completed by the end of April. The new front window will be delivered on April 14th, and it will be installed on April 24th. We received verbal confirmation from the mayor that the Borough will do our landscaping, but the garden will remain untouched. There is no status yet on replacing the ramp and door, so we may need to make a formal inquiry with the Borough.

OLD BUSINESS:

By-Laws: The Board reviewed the new addition to section 6.9 under Electronic Attendance (see Attachment C). There was a brief discussion regarding the wording of the new paragraph, and then the update was approved. Motion to approve the updated section was made by Deanna Schuenemann and seconded by Corinne Dowdell. All in favor, motion approved.

Nancy opened a discussion about whether there is a need for committee meetings for minor projects. It was decided that we would bring our input for minor projects for open discussion and/or approval during our monthly meetings.

We sent a formal letter to the patron who sent in a complaint as was discussed during our March meeting, but there was no further response from the patron.

NEW BUSINESS:

Nancy and Corinne attended a virtual meeting for trustees last Tuesday night that gave an overview of library policies and the laws that protect libraries and library staff. We do not

currently have a Collection Development Policy in place. Currently, the Director buys books that support our specific town's needs, but we need to have a written policy about book selection. The ALA has a lot of material that we could use or partly use to develop this policy. There should also be inclusion of a section about parental responsibility in this policy.

Christine mentioned that she is considering eliminating the use of fines for overdue books. She said that fines would still be in place for damaged books, museum passes and materials borrowed through Interlibrary Loans.

PRIVILEGE OF THE FLOOR: Betty said the Fall Fest will be held on October 14th this year.

MOTION TO ADJOURN the meeting was made by Mary Kristen Albertson seconded by Deanna Schuenemann at 7:49 p.m. There was no further discussion. All in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING IS ON MAY 9, 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