

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MONTHLY MEETING MINUTES OF BOARD OF TRUSTEES
TUESDAY, JUNE 13, 2023

MEETING CALLED TO ORDER by Board President Nancy Grover at 6:58 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), 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 (Present)

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

APPROVAL OF MINUTES FOR BOARD MEETING HELD ON MAY 9, 2023: Motion to approve the May 9, 2023 minutes as per email distribution made by Corinne Dowdell and seconded by Deanna Schuenemann. All in favor, motion approved.

REPORT OF FRIENDS: Deanna said the Mother's Day Tea was successful and raised \$1,140. There were fifty-six guests in total. The students from BCS were helpful, the food was delicious, and it looked beautiful.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Since our last library meeting, OLMC held their Spring Concert, "Dance for Education" fundraiser, Fun & Fitness Day, and their athletic awards, so May ended on a busy note. The 8th Grade Activities commenced this month with the 8th Grade Trip to Cape May, their dinner dance and "Buddy Picnic" last week. Pre-K graduated today, and the 8th Grade will graduate tomorrow. The last day of school is Thursday, June 15th. Art Camp and STEAM Camp will be held over the next two weeks and the summer boiler replacement project will have the school building closed intermittently. School reopens Tuesday, September 5th.

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

The balance as of 5/31/23 is as follows:

MFML Operating/Checking Account: \$63,680.70
MFML Payroll Account: \$11,944.30
Capital Reserve Account: \$49,135.11
Total: \$124,760.11

Corinne mentioned that the payroll was inadvertently taken out of the capital account instead of the operating account. Also, money for the June payroll transferred on May 31st. A motion to

receive and approve the Treasurer's Report was made by Deanna Schuenemann and seconded by Therese Bonmati. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B): May 2023 Report

Receipts for May 2023: \$25,966.23

Disbursements for May 2023: \$45,589.07

Total YTD Budget Expenses: \$264,484.01

Director Flynn said that the miscellaneous receipts were several donations made in memory of Alice Shaughnessy, a former library employee. Director Flynn sent a *thank you* letter to the donors on behalf of the MFML. Under ratification, the annual pass for Eastern State Penitentiary had not expired and was paid in error. RGB Construction shows the cost of the new window. CMC Energy Services finished our HVAC work, and they did an excellent job, so Christine is having this company look at doing work for the hotel. We have paid all the capital expenses we approved last year, and we have about \$20K left in capital reserve. Our Battleship NJ annual pass was renewed, but the annual membership went up. We have two new passes for a car museum and the air museum right outside of Wildwood. The second page of the report shows our year-to-date expenses, and all line items are within budget. Hearing no additional questions, motion to receive and approve the Director's Financial Report made by Mary Kristen Albertson and seconded by Deanna Schuenemann. All in favor, motion approved.

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

Buildings & Grounds Committee

Update on Renovations – All projects have been completed.

OLD BUSINESS:

Collection Development Policy: The changes recommended at our last meeting have been incorporated into this policy. A "Challenge to Materials" section has been added and the criteria for "Maintaining the Collection" has also been reworded. Patrons must complete a request form when they are challenging materials. The word complaint in this section will be replaced with "challenge the inclusion of..." Corinne had changes to the request form which were submitted to the Director. Motion to accept the Collection Development Policy with additional comments and changes made by Corinne Dowdell and seconded by Mary Kristen Albertson. All in favor, motion carried.

NEW BUSINESS:

Internet & Computer Usage: There was a discussion about downloading software and invading system security. Minor grammatical changes were also submitted to the director for review. Motion to accept the Internet & Computer Usage Policy made by Corinne Dowdell and seconded by Celia Kuns. All in favor, motion approved.

Library Services: Director Flynn removed the section on Family Card. Magazines can also be renewed. The wording on fines has been removed, but Christine will add back in the fines for the Museum Passes and Inter-Library Loans. Motion to accept the Library Services Policy with modifications discussed made by Millard Wilkinson and seconded by Corinne Dowdell. All in favor, motion approved.

Summer Board Meetings: The Board will meet in August on our regularly scheduled date, August 8th. We will not have meetings in July and September.

PRIVILEGE OF THE FLOOR: Motion to open the privilege of the floor made by Corinne Dowdell and seconded by Mary Kristen Albertson. Betty said the GBBPA gave out \$100 awards to two BCS students who helped with the Fall Fest. The Fundraiser at Ollie Gator's is being postponed because of construction delays. Monaco Racing is having a Grand Opening Event on June 26th with 100 free go-cart rides and refreshments. Motion to close the privilege of the floor made by Deanna Schuenemann and seconded by Celia Kuns. All in favor, motion carried.

Therese Bonmati provided a brief update on the busy end-of-year activities at BCS. Angela Giles was selected by the Camden County Special Services Division and has been appointed as the new school librarian. Ms. Giles is actively working to improve the school's catalog and add books. We had an extra BOGO Scholastic Book Fair to promote summer reading. All grade level field trips, as well as field days for the Elementary and Middle Schools, were completed. The academic and sports award ceremonies were held this past week, and the 8th Grade Graduation will be held tomorrow at Eastern Regional High School. Summer reading lists are being developed and will be forwarded to the MFML. An extra school day was added On Friday, June 16th due to electrical issues that closed the school. School renovations will take place this summer as the referendums were recently passed. Only BCS's Extended School Year Program will be held this summer due to parts of the building being closed for improvements. Interviews are being held for the open Elementary School Principal position. SpongeBob the Musical was this year's production, and it was a considerable success with so many students in two different casts and helping with the stage crew.

MOTION TO ADJOURN the meeting was made by Millard Wilkinson and seconded by Corinne Dowdell at 7:48 p.m. There was no further discussion at this time. All in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING IS ON AUGUST 8, 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