

MARIE FLECHE MEMORIAL LIBRARY
49 S. White Horse Pike, Berlin, N. J. 08009

REORGANIZATION MEETING

JANUARY 9, 2024 – 7:00PM

1. Meeting Called to Order

2. Flag Salute:

3. Swearing in of Re-Appointed Board Member: Mary Kristen Albertson

Oath of Office Administered by: _____

Mary Kristen Albertson – Five Year Term 1/1/2024 to 12/31/2028

4. Acknowledgement of Existing Board Members:

Millard Wilkinson	12/31/2024
Corrine Dowdell	12/31/2025
Deanna Schuenemann	12/31/2026
Cecilia Kuns	12/31/2024
Rick Miller	Serves by virtue as Mayor of Berlin Borough
Dr. Brenda Harrington (Interim Superintendent)	Serves by virtue as Superintendent of BCS

5. 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.

6. Roll Call: N. Grover: _____, M. Wilkinson, Jr. _____, MK. Albertson _____, D. Schuenemann _____, C. Dowdell _____, C. Kuns _____, Mayor Miller _____, S. Flores(alternate) _____

Also present: _____

7. Approval of the Minutes of the Board meeting on December 12, 2023, as per email distribution.

Motion: _____ Second: _____ (RCV)

8. Introductions, Welcome, Nominations & Election of Trustee Officers for 2024.

Nominations Committee Report – Nancy Grover (Board Officers hold office for one year)

Board President _____
Board Vice-President _____
Board Secretary _____
Board Treasurer _____

Motion to Approve: _____ Second: _____ (RCV)

9. Meeting Open to Public

Motion to Close Meeting to Public: _____ Seconded: _____ (RVC)

10. Report of the Friends

11. Report of MFML Advisory Committee Members

12. RESOLUTIONS:

RESOLUTION R-1- 2024 A resolution to establish regular meeting dates for the 2024 MFML Board of Trustees meetings on the second Tuesday of each month to be as follows, except for March which will be third Tuesday.

January 9	July 9
February 13	August 13
March 19	September 10
April 9	October 8
May 14	November 12
June 11	December 10

Time 7:00PM, Place MFML

RESOLUTION R-2- 2024 A resolution designating the Berlin Sun and the Camden Courier Post as the official newspapers for the Marie Fleche Memorial Library of Berlin for the year 2023.

RESOLUTION R-3- 2024 A resolution authorizing the Director, President, or Treasurer to advertise, receive and open bids

RESOLUTION R-4- 2024 To appoint Berlin Borough's Risk Manager, Edgewood Associates of Berlin Borough, N. J. as Risk Management Consultants to comply with any requirements of the MEL/CCJIF Insurance Company as it applies to the MFML.

RESOLUTION R-5- 2024 To Appoint Dirtmars, Perazza & Company of Westhampton, N. J. as auditors for the Marie Fleche Memorial Library for the year 2024

RESOLUTION R-6 -2024To confirm regular library hours of operation for 2024:

- Tuesday – Thursday - 10am to 8pm
- Monday & Friday– 10am to 5pm
- Saturday - 11am to 2pm
- Closed Saturdays - July and August
- Holidays: as posted on the MFML website
- To authorize changes in hours of Library operation during 2024 as recommended by the Director, approved by action of the Board of Trustees and posted on site and on MFML website.

RESOLUTION R-7-2024 To adopt the MFML 2024 Cash Management Plan

RESOLUTION R-8-2024 Authorization to adopt a Budget for Year 2024

RESOLUTION R-9-2024 Authorization to move \$60,000 from the Operating Account to the Capital Account

RESOLUTION R-10-2024 To approve the salary increases for staff members as recommended by the Library Trustees

Motion to Adopt Resolutions R-1- 2024 TO R-10 -2024: _____ Second: _____(RCV)

13. **Treasurer's Report:** Corrine Dowdell, Treasurer

Motion to receive and approve the Treasurer's report: _____ Second: _____ (RCV)

14. **Financial Report:** Christine Flynn, Director

Motion to receive and approve financial report: _____ Second: _____ (RCV).

15. **Director's Report**

16. **Committee Reports**

- Building and Grounds – Update on renovations in Children's Room
- Finance Committee
Capital Reserve Account
- Policy Committee – Revision of library **Rules of Conduct** policy

17. **Old Business**

18. **New Business**

- 2024 Committee Appointments by Board President:

19. **Privilege of the Floor:**

Motion to Open Privilege of Floor to the Public: _____ Second: _____ (RCV)

Anyone wishing to address the Board of Trustees please state your name, address and affiliation.

Motion to Close Privilege of the Floor: _____ Second: _____ (RCV)

20. **Motion to Adjourn:** _____ Seconded: _____ (RCV)

Next Meeting: February 13, 2024 7:00PM