

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MEETING OF BOARD OF TRUSTEES
TUESDAY, FEBRUARY 13, 2024

MEETING CALLED TO ORDER by Board President Nancy Grover at 7:00 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 (Present), BCS Alternate Shaitra Flores (Not Present)

ALSO, PRESENT: Library Director Christine Flynn and library staff Betty Velie: Gail Mottershead from the Friends of the MFML

APPROVAL OF MINUTES FOR BOARD MEETING HELD JANUARY 9, 2024: Motion to approve the JANUARY 9, 2024 minutes distributed via email made by Deanna Schuenemann and seconded by Corinne Dowdell. All in favor, motion approved.

REPORT OF THE FRIENDS: Gail said the Friends are in the process of getting their next gift basket together. This basket is themed “Down the Shore” and will include beach tags. The Friends will meet in March, and they will be planning for the Mothers’ Day Tea.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: There are no members of the school advisory committee present at tonight’s meeting.

TREASURER’S REPORT: Corinne Dowdell, Treasurer (Please see Attachment A): Jan. 2024

MFML Operating/Checking Account: \$63,075.43
MFML Payroll Account: \$6,130.00
Capital Reserve Account: \$169,143.35
Total: \$138,348.78

Corinne said we have \$6,683 in outstanding checks from January. Motion to receive and approve the Treasurer’s Report made by Deanna Schuenemann and seconded by Millard Wilkinson. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B): Jan. 2024

Receipts for Jan. 2024: \$27,958.65
Disbursements for Jan. 2024: \$5,039.62
Total YTD Budget Expenses: \$15,231.51

Christine said this is the first month with the new budget allocation. This year, we will have about \$3K more each month. The director also noted that we had 70 non-residents join the library last month, which is a lot more than usual. The RGB Construction expense is for our new door. Public Works will paint it when the weather is better. Envisionware is our computer system and printing and that is an annual fee for those services. Ditmars filed all our tax forms for the library, and he is coming on Friday to conduct our yearly audit. Motion to approve the Director's Financial Report made by Celia Kuns and seconded by Deanna Schuenemann. All in favor, motion approved.

DIRECTOR'S REPORT & COMMITTEE REPORTS: Director Flynn

Building and Grounds Committee: Christine started by opening up a discussion regarding the proposed new window treatments. She had several samples which the Board reviewed. The window company recommends a darker shade because it actually lets light filter through the screen while keeping out the glare. The shades will only be drawn when the sun is setting, and the room is being used by meeting groups. The Friends approve the cost for the new commercial window treatments not to exceed \$2,500.

There has been no update on the new divider for the Children's Room. The carpet, shelves and end panels have been selected, but it can take up to 12 weeks. We have quotes for moving the shelves and storing the books.

Old Business: 2024 Committee Appointments by the Board President

The previous committees will stand and will only meet if necessary. Otherwise, most issues will be brought to the Board by the Board President and Director. Nancy read the committee appointments.

New Business: There was some discussion around the draft of the updated Strategic Plan. We discussed having kids from the National Junior Honor Society come to help with the Mother's Day Tea. We will leave it in the plan to explore more ways to bring in young people to the library such as volunteer opportunities. We talked about using the outside space for events as well. A newsletter will be developed and pushed out through Constant Contact, and we will work to increase our social media presence. It is a working document and is good for the next five years.

Privilege of the Floor: There are no members of the public present at tonight's meeting.

Motion to Adjourn the meeting was made by Rick Miller and seconded by Mary Kristen Albertson at 7:37 p.m. Hearing no further questions or discussion, all in favor, motion approved.

**OUR NEXT BOARD OF TRUSTEES MEETING WILL BE HELD ON
TUESDAY, MARCH 19, 2024 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, Board Secretary