

MARIE FLECHE MEMORIAL LIBRARY
49 S. WHITE HORSE PIKE – BERLIN N.J. 08009
MEETING OF BOARD OF TRUSTEES
TUESDAY, APRIL 9, 2024

MEETING CALLED TO ORDER by Board President Nancy Grover at 6:57 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), BCS Alternate Shaitra Flores (Present)

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

APPROVAL OF MINUTES FOR BOARD MEETING HELD MARCH 19, 2024: Motion to approve the MARCH 19, 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 currently selling tickets to the annual Mother's Day Tea which will be held on May 11th. Tickets sales began on Monday with tickets priced at \$20 each. There are four volunteers already lined up to help with the event. Students from BCS will also help with set-up for the Tea on Friday starting at 3 p.m. and also on Saturday beginning at 9:30 a.m. Shaitra shared the flyer for the Tea on the BCS FB page as well.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Alice said enrollment at OLMC is steady at 148 from K to 8 and 38 in Pre-K. Students just returned from Spring Break, and the fourth marking period has begun. Their "American Girl Doll Tea" fundraiser, which consists of Bingo and a basket raffle will be held this weekend. There will be no Spring track season as Winslow Township High School no longer extends the use of their track to OLMC for a reasonable cost. Alice is working on ideas to have a track season again next year. Second grade and eighth grade students are preparing for First Communion and Confirmation in early May. Shaitra said that baseball and softball are in full swing at BCS. The administration is excited to announce that BCS will be offering four Preschool classes starting in September at no cost to the community. They will also be applying for a grant in July to expand Preschool to eight classes for the following year. Two "Brunch with Brenda" Zoom sessions discussing the Preschool expansion were held earlier today, and the recorded session has been posted on the BCS website. A survey was sent to the community to gauge interest in free full-day preschool. The new program will be open to four-year-olds only next year, but the hope is to add three-year-old classes the following year if the grant is received. The construction project at school continues.

TREASURER'S REPORT: Corinne Dowdell, Treasurer (Please see Attachment A): Mar. 2024
MFML Operating/Checking Account: \$68,096.75
MFML Payroll Account: \$5,566.66
Capital Reserve Account: \$69,149.02
Total: \$142,812.43

Corinne said we have outstanding checks in the amount of \$15,130.39 which Christine will go over in her report. 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): Mar. 2024
Receipts for Mar. 2024: \$31,151.92
Disbursements for Mar. 2024: \$12,601.25
Total YTD Budget Expenses: \$15,941.23

We are receiving a refund from ADP which Christine will investigate as to why we are overpaying for this service. The miscellaneous amount of \$2,364.00 is from the Friends and is the balance they agreed to pay for the new window treatments. There was only one payroll last month. The auditor received \$4250 and ModernfoldsStyles, Inc. is for \$6400 is for the new room divider in the Children's Room. Motion to approve the Director's Financial Report made by Corinne Dowdell and seconded by Deanna Schuenemann. All in favor, motion approved.

DIRECTOR'S REPORT & COMMITTEE REPORTS: Director Flynn

Building and Grounds Committee

Betty lowered the blinds, so the Board got a chance to see the new window treatments, which look great.

Update on Children's Room Renovations – The shelving should be ready within the next few weeks. A contractor has been hired to remove the books. Once the books are removed, DPW will remove the old shelving and paint. This will be followed by the installation of the new carpet then finally the new shelving will be added.

Strategic Plan – There is a two-page overview of the plan which will be posted on the MFML website. The more detailed strategic plan is for the Director and the Board to use. Motion to accept and approve the updated strategic plan made by Deanna Schuenemann and seconded by Millard Wilkinson. All in favor, motion approved.

Financial Audit – Corinne said that she and Christine will be meeting with the auditor on April 17th to discuss the audit findings regarding entries in Quick Books. Approval of the final audit report will be at our next meeting.

Old Business: Celia did not receive her email to file her annual Financial Disclosure Statement (FDS). Nancy will follow up with Rachel at the Borough office to make sure Celia receives her email.

New Business: There was no new business discussed at tonight's meeting.

Privilege of the Floor: Betty said she forwarded the Mother's Day Tea flyer to both schools for distribution to their parent community.

Motion to Adjourn the meeting was made by Mary Kristen Albertson and seconded by Corinne Dowdell at 7:23 p.m. Hearing no further questions or discussion, all in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING WILL BE HELD ON
TUESDAY, MAY 14, 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