

MARIE FLECHE MEMORIAL LIBRARY
Meeting of the Board of Trustees
49 S. White Horse Pike, Berlin, N. J. 08009
April 7, 2025

MEETING CALLED TO ORDER by Board President Mary Kristen Albertson at 6:45 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), Mary Kristen Albertson (Present), Deanna Schuenemann (Not Present), Corinne Dowdell (Present), Cecilia Kuns (Present), Mayor Rick Miller (Present), BCS (Permanent) Alternate Dr. Shaitra Flores (Present)

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

APPROVAL OF MINUTES FOR BOARD MEETING HELD MARCH 11, 2025: Motion to approve the March 11, 2025 minutes distributed via email made by Corinne Dowdell and seconded by Nancy Grover. Mayor Miller abstained from the vote. All in favor, motion approved.

REPORT OF THE FRIENDS: Gail said that the Friends had their meeting for the Mother's Day Tea event. The Friends' first event this year will be the Mother's Day Tea which will be held on Saturday, May 10th. Tickets go on sale tomorrow, April 8, and have to be purchased at the library for \$25. Money is coming in from donations and there is a group that will do the cooking. Tickets for the new raffle basket are now available for purchase in the library, which will be pulled the day of the tea. Gail said they always get a lot of help from the students at the schools. The event is limited to 60 people.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: Alice provided the update for OLMC. She said enrollment is steady and that she submitted a budget for next year. There will be a slight increase in tuition to offset costs. Spring break is approaching, although late this year. Successful start to the track season despite having to find a place to practice. The VFW is allowing for use of their grass. The track team came in 2nd place in their first meet of the season. 235 people attended the American Girl Tea Party, which was very successful and more than double the amount of people that attended last year. The school finished the healthy heart challenge from the American Heart Association last week and are almost at the goal, in addition to learning about CPR and having fun.

REPORT OF BERLIN COMMUNITY SCHOOL: Shaitra provided the update for BCS. BCS staff and students are also excited for spring break, which starts with early dismissal on the 17th and then off on the 18th and the following week. Boys baseball and girls softball season have both started, as well as the cheerleaders competing in competitions. Cheerleaders took first place at their recent competition. BCS is getting ready for NJSLA which will start May 5 and go until May 30th. It is also field trip season,

stepping up ceremony for preschool, kindergarten, and 8th grade events (graduation, trip, awards ceremony). 8th Grade Graduation Day is at Eastern in June.

TREASURER'S REPORT: Corinne Dowdell, Treasurer (Please see Attachment A):
MFML Operating/Checking Account: \$72,435.68
MFML Payroll Account: \$7,378.22
Capital Reserve Account: \$64,166.18
Total: \$143,980.08

There were some large checks, but they will be discussed in the financial report by the Director. Outstanding checks per Corinne: \$17,445.46. Hearing no further discussion or questions, motion to receive and approve the Treasurer's Report made by Shaitra Flores and seconded by Celia Kuns. All in favor, motion approved.

FINANCIAL REPORT: Director, Christine Flynn (Please see Attachment B):
Receipts for Apr. 2025: \$15,193.19
Disbursements for Apr. 2025: \$2,252.27

Christine discussed a few large checks. The first for \$5,000 was for the audit; it went up \$500. Another large check was for Overdrive for \$2,250. We are part of the Libby system with other libraries, but we can also purchase e-books on Overdrive to own our own copies. This Overdrive check is a deposit and then it gets adjusted as people pull books (subtracts from the total). Those books we own and only our patrons can check them out. There are a few ways to purchase books. The staff is training on the process and working with the customer service representative about what other libraries are doing. Libby has about 120 check-outs per month with some very active users. The library also has Hoopla. There were a few expenses for museum pass renewals as well. Mayor Miller asked about the new exhibit at Rowan that just opened and whether or not they offer a pass; Christine said she would look into it. Some passes are more popular than others, and the volume that gets checked out is greater during school breaks. Motion to approve the Director's Financial Report made by Nancy Grover and seconded by Corinne Dowdell. All in favor, motion approved.

DIRECTOR'S REPORT: Director Flynn

Building and Grounds:

Contractor came out with carpet samples and spent time reviewing the job with Christine and Betty. The Board needs to decide on the carpet and LVP: there will be carpet in the circulation area and in the DVD rooms, and the entryway will have LVP. There was some discussion about how the contractor will lay the new flooring to make sure it is a smooth transition from the door to the circulation desk. They chose 4 colors of the LVP to have samples sent and then he had samples of the carpet. The colors were not right, but the designs would be the same. He left a couple of carpet samples so the Board can view and select. More samples were ordered in correct colors for the Board to look at hopefully next month. We will follow up and have an update on the window treatments for our next meeting.

Old Business: New director will be hired and the posting was put up on the website. More updates will follow as they become available.

New Business: Financial Disclosure Statement reminder emails were sent. If there are any questions, Rachel can assist the Board. Mayor Miller also mentioned updates that

are happening with the work being done so that the buildings can come down. The goal is for everything to be done and graded before July 4. They are still deciding on what will be developed, but first up is to have some vendors and bring people to the space. After that, bids will go out to develop the property. A brief conversation followed about ideas that could work there (cafe, playground, retail with units above), as well as some new businesses that have opened at Berlin Mart (martial arts school and possible places to get promotional materials made). Work on the Fall Festival has started and information was sent out to past vendors. Betty already had 20 vendors return their interest form. Event will be on October 11, 2025.

Privilege of the Floor: The privilege of the floor was not open during tonight's meeting.

The motion to adjourn the meeting was made by Nancy Grover and seconded by Rick Miller at 7:20 p.m. All in favor, motion approved.

**OUR NEXT BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
TUESDAY, MAY 13, 2025 AT 7:00 P.M.**

**TRUSTEES: PLEASE CALL MARY KRISTEN ALBERTSON OR THE DIRECTOR TO
CONFIRM IF YOU WILL BE ATTENDING THE NEXT MEETING.**

Respectfully submitted,

Shaitra Flores
Board Secretary