

MARIE FLECHE MEMORIAL LIBRARY
Meeting of the Board of Trustees
49 S. White Horse Pike, Berlin, N. J. 08009
June 10, 2025

MEETING CALLED TO ORDER by Board President Corrine Dowdell 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: Corinne Dowdell (Present), Nancy Grover (Present), Deanna Schuenemann (Present), Cecilia Kuns (Present), Mayor Rick Miller (Absent), BCS (Permanent) Alternate Dr. Shaitra Flores (Present)

ALSO, PRESENT: Library Director Mary Kristen Albertson, Alice Malloy, Christine Flynn and library staff Betty Velie

SWEARING IN OF Christine Flynn: Sworn in by President Corinne Dowdell to complete the term (expires 12/31/2028) of Mary Kristen Albertson.

APPROVAL OF MINUTES FOR BOARD MEETING HELD May13, 2025: Motion to approve the May 13, 2025 minutes, distributed via email, made by Deanna Schuenemann and seconded by Nancy Grover. All in favor, motion approved.

REPORT OF THE FRIENDS: No report this month

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS: **OLMC** Enrollment to date 147 K-8; 52 Pre-K. Re-enrollment for 25-26 very good. Several year-end events are coming up: 8th grade dance, Pre-K 4 graduation 6/11, 8th grade graduation activities 6/12, last day 6/13. Art camp June 16-20, Band/music lessons throughout July.

REPORT OF BERLIN COMMUNITY SCHOOL: Shaitra provided the update for BCS. Last day of school is Thursday June 19. Preschool move up for 3 & 4 year olds is Wednesday June 11. 8th grade graduation is June 18 at Eastern Regional HS. Last day for Shaitra is June 30th. The new school superintendent Jack Marcellus plans to attend the Library Board meetings in the future.

TREASURER'S REPORT: Cecilia Kuns, Treasurer (Please see Attachment A):
MFML Operating/Checking Account: \$82,867.22
MFML Payroll Account: \$6,877.40
Capital Reserve Account: \$64,171.54
Total: \$153,916.16

Outstanding checks: \$12,980.87 Hearing no further discussion or questions, motion to receive and approve the Treasurer's Report made by Nancy Grover and seconded by Deanna Schuenemann. All in favor, motion approved.

FINANCIAL REPORT: Director, Mary Kristen Albertson (Please see Attachment B):
Receipts for June 2025: \$30,971.43
Disbursements for June 2025: \$13,576.40

Mary Kristen Albertson highlighted several onetime expenses: the new water fountain and installation charges, final payments for the former directors' health and pension expenses, and consulting expenses for the new director training. There was a brief discussion about Brainfuse and how we can expand usage. She also highlighted two new museum passes – Please Touch Museum and the Old Barracks. Motion to approve the Director's Financial Report made by Shaitra Flores and seconded by Christine Flynn. All in favor, motion approved.

DIRECTOR'S REPORT: Director Albertson

Circulation Report

Director shared the circulation report year-to-date. Going forward the plan is to share on a quarterly basis.

Building and Grounds:

The carpet and LVP planks have been ordered. Planks are in but we are awaiting the carpet. Estimated delivery date is early July. Installation will be determined once everything is received. Decisions on whether or not to close the library and when will be decided later.

Summer Reading

Sign up week of June 16 and program begins June 23. The Director highlighted several of the programs and activities happening throughout the summer. There was a discussion of adding adult and/or teen summer reading activities next summer.

Marketing Update

Discussion of having the library participate in the Berlin Borough 4th July parade. The Director has arranged for a float, and promotional materials. Further discussion followed regarding the design of the float, volunteers, trustees, and friends participating in the parade. There was a discussion of adding an Instagram account for the library.

Technology Update:

Comcast will need new lines going forward.

Personnel:

There were several good candidates that applied for the open part-time evening position. The position was offered to Denise Nissley. The hours for the position are 4-8 pm, which will be a total of 12-14 hours/week. It will also include one Saturday per month for a total of 3.5 hours. Vicki Salvia's last day is June 12th.

The library will begin closing on Saturdays on June 28th. Discussion of additional vacation days and eligibility for staff was tabled to later in 2025 during salary discussions to begin in 2026.

OLD BUSINESS

Reminder that trustees need 7 hours of training in total each year.
Summer trustees meeting – Cancel July and September meetings.

Shaitra Flores resigned as Secretary. Motion to accept Shaitra's resignation as Secretary made by Nancy Grover and seconded by Deanna Schuenemann. All in favor, motion approved.

Motion to appoint Christine Flynn as Secretary made by Cecilia Kuns and seconded by Deanna Schuenemann. All in favor, motion approved.

NEW BUSINESS

Discussion of garden donated by the Hoffmann's in honor of Christina's mother and how to maintain it. Prior board discussions decided the garden was a gift and should be maintained by the Hoffmann's not the library. It was decided to send a letter on behalf of the Board of Trustees to the Hoffmann's asking them to inform the library how and when they plan to maintain the garden. Corinne will draft the letter and ask for input from the board then mail to the Hoffman's.

PRIILEGE OF THE FLOOR: Motion to open the floor to the public was made by Nancy Grover and seconded by Deanna Schuenemann. All in favor, motion approved.

Betty Velie provided additional information about Brainfuse. Also GBPPA is giving an award to two students at BCS. She provided information about the grand opening for the newly renovated PNC Bank for a new business member – Cuebox, a private billiards club - Saturday June 28, 12pm-4pm.

Deanna Schuenemann discussed art work related to RCA Victor and Deanna's family and her wish to donate a picture to the library.

Motion to close the privilege of the floor made by Christine Flynn and seconded Nancy Grover. All in favor, motion approved.

The motion to adjourn the meeting was made by Deanna Schuenemann and seconded by Nancy Grover at 7:57 p.m. All in favor, motion approved.

**OUR NEXT BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
TUESDAY, August 12, 2025 AT 7:00 P.M.**

**TRUSTEES: PLEASE CALL CORINNE DOWDELL OR THE DIRECTOR TO CONFIRM
IF YOU WILL BE ATTENDING THE NEXT MEETING.**

Respectfully submitted,

Christine Flynn
Board Secretary