

MARIE FLECHE MEMORIAL LIBRARY
Meeting of the Board of Trustees
49 S. White Horse Pike, Berlin, N. J. 08009
March 10, 2026

MEETING CALLED TO ORDER by Board President Corrine Dowdell at 5:01 p.m.

FLAG SALUTE

Sunshine Notice: Adequate notice of this meeting has been given in accordance with S4654/A5878 on the New Jersey Department of *State Statewide Legal Notices* webpage. This notice has also been posted on the Marie Fleche Memorial Library (MFML) website and bulletin board of the MFML, indicating the date, place and time of the meeting.

Roll CALL: Corinne Dowdell (Present), Nancy Grover (Present), Deanna Schuenemann (Present), Cecilia Kuns (Present), Christine Flynn (present), Mayor Rick Miller (Absent), Anne Marie Miller - Alternate (Present), Julie Crossan - Alternate (Present)

ALSO, PRESENT: Library Director Mary Kristen Albertson, Alice Malloy, Betty Velie

APPROVAL OF MINUTES of the February Board Meeting: Motion to approve the February 2026 minutes distributed via email. Motion made by Cecilia Kuns and seconded by Nancy Grover. All in favor, motion approved. Anne Marie Miller abstained.

REPORT OF THE FRIENDS – Reported on by trustee Nancy Grover - Discussed the *Kids Candy Bingo* that was held on February 21st and made suggestions on how to enhance future games. Next meeting for the Friends will be in late March or early April to discuss the Mother's Day Tea.

REPORT OF MFML SCHOOL ADVISORY COMMITTEE MEMBERS:

OLMC – Enrollment is steady. Girls & boys' basketball and cheerleading season just ended and track is beginning. American Girl Doll Tea was very successful with about 215 people in attendance. Toddler time has started and is held every Tuesday in March. Induction of National Junior Honor Society is scheduled for March 19. Enrollment for 2026-2027 has started.

BERLIN COMMUNITY SCHOOL- Preparing budget for next school year. Discussed non-public fund sharing with private schools in the area. School is preparing for testing season. Discussed how the library could participate in next year's Dr. Seuss Read Across America.

TREASURER'S REPORT: Cecilia Kuns, Treasurer (Please see Attachment A):

MFML Operating/Checking Account: \$70,763.98

MFML Payroll Account: \$7,964.63

Capital Reserve Account: \$114,198.31

Total: \$192,962.92

Brief mention of three checks that are late or have not cleared. Hearing no further discussion or questions, motion to receive and approve the Treasurer's Report was made by Nancy Grover and seconded by Christine Flynn. All in favor, motion approved.

FINANCIAL REPORT: Director, Mary Kristen Albertson (Please see Attachment B):

Receipts for January 2026: \$34,015.24

Disbursements for January 2026: \$10,658.04

Director highlighted several items on the disbursements. Empower Trust handles the employee DRCP program and will be a recurring expense. She also pointed to the unusually high heating bill. Motion to approve the Director's Financial Report made by Christine Flynn and seconded by Cecilia Kuns. All in favor, motion approved.

DIRECTOR'S REPORT: Director Albertson

Buildings and Grounds

AC units were damaged during the recent ice/snow storm. Hutchinson came out provided an estimate of approximately \$2,000 to fix it. There was also a charge of almost \$300 just for the estimate. Further discussion into what our maintenance contract covers and why Hutchinson charges so much. The Director will look into other HVAC companies to provide service to the Library. Joe Chew came out and looked at the doors and will provide an estimate shortly.

Community Events/Programs

BCS Book Fair was successful with 10 new library card sign-ups.

Library is starting a Saturday Lego Club for kids on the 3rd Saturday of the month.

Planning is beginning for the Summer Reading program. The Director highlighted several special programs for summer. Library has funds for additional programs. Looking into adult summer reading program.

The library is planning some programs for National Library Week.

Finance

Library Audit took place on March 3 and we are awaiting the report.

Personnel

The Director has added a paid staff member whenever they have a special Saturday program.

Brief discussion about the role of the Saturday volunteers.

Providing lunch for DPW.

OLD BUSINESS

Book Club – Suggestion was made to offer a second book club on one Thursday a month that would focus on a genre instead of a single book. Library will put out a flyer to gauge interest in another book club.

NEW BUSINESS

- Director reiterated importance of training for the trustees.

- FDS will be sent out beginning of April.

-Borough will be having an Easter Egg hunt on April 4th at 9am in front of Borough Hall.

-Borough police had a safety training for library and borough employees. The library was asked to reach out to Lt. Smith for assistance in programming phones for additional safety features.

Borough offers safe exchange in parking lot where cameras can record the exchange.

PRIVILEGE OF THE FLOOR

Motion to Open Privilege of the Floor to the Public: Motion made by Christine Flynn and seconded by Nancy Grover. All in favor, motion approved

Betty Velie, Berlin Borough resident - will assist at the Borough Easter Egg hunt. Mentioned that the GBBPA is looking for another place to have their business meeting because the library closes before their business meeting is finished.

Motion to Close Privilege of the Floor: Motion made by Nancy Grover and seconded by Julie Crossan. All in favor, motion approved.

Motion to adjourn the meeting was made by Christine Flynn and seconded by Anne Marie Miller at 5:48p.m. All in favor, motion approved.

OUR NEXT BOARD OF TRUSTEES MEETING IS SCHEDULED FOR
Tuesday, April 14, 2026 AT 5:00 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