

**BOARD OF TRUSTEES
ASBURY PARK PUBLIC LIBRARY
MINUTES – REGULAR MEETING**

January 31, 2018

Attendance

Mr. Werner Baumgartner, President, called the meeting to order at 9:00 A.M. Board members present were Mrs. Angela Ahbez-Anderson, Mr. Werner Baumgartner, Mr. Frank D'Alessandro, Ms. Kerrin Martin, Ms. Diane Shelton, Mrs. Jennifer Souder, Mrs. Dolly Sternesky, Ms. Janet Torsney, and Kathleen Melgar, Supervising Library Assistant and Assistant to the Library Director. Ms. Shelton left the meeting at 9:30 A.M. Mrs. Ahbez-Anderson left the meeting at 10:00 A.M. and Ms. Torsney left the meeting at 10:15 A.M.

Notice

Mr. Baumgartner announced that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, notice of the meeting was given in the Annual Notice issued January 1, 2018.

Minutes

Motion by Mrs. Souder, seconded by Mrs. Ahbez-Anderson, that the minutes of the meeting of December 13, 2017 be approved as distributed with a correction recording Mrs. Sternesky as being present . Carried, all voting yes.

Treasurer's Report

Motion by Mr. D'Alessandro, seconded by Mrs. Sternesky, that the treasurer's report for November 2017 be approved as distributed. Carried, all voting yes.

Old Business

Monmouth County Historical Commission – FY 2017 Regrant Program

Ms. Melgar reported that the library filed a final report dated October 27, 2017 on the \$1,700.00 grant that the library applied for in 2016 ,and received in 2017, to help cover the cost of preparing a National Register nomination.

Waterworks Monument Installation

Mr. Baumgartner questioned the proposal, in the amount of \$1,325.00, from Custom Metal Works by Savino, LLC that was approved by the board at the December 13, 2017 meeting. He said he thought it used too much metal and that a simpler design, possibly at less cost, would suffice. He offered to prepare a drawing of a new design and present that as an alternative to the Savino proposal. His offer was accepted by the board and the matter was carried to the next meeting.

National Trust for Historic Preservation Grant – African-American Cultural Heritage Action Fund

The board adopted a resolution at the December 13, 2017 meeting authorizing Mrs. Souder to act on behalf of the library and apply for this grant. She reported that she completed the first step in this process by filing on January 26, 2018 a Letter of Intent with the trust. In six to eight weeks the Trust will inform those applicants whose proposals have been accepted and they will then submit full and complete applications.

Strategic Plan

Ms. Torsney distributed two plan documents: (1) a five-point implementation plan and (2) a 10 item draft survey. The documents were approved and there was a discussion as to where to place and promote the survey. An additional item was added to the survey asking if the respondent would be interested in a Friends of the Library organization.

New Business

Standard Mileage Rates for 2018 – IRS Notice 2018-03 – December 14, 2017

Motion by Ms. Torsney, seconded by Ms. Shelton, that the library adopt the optional standard mileage rates promulgated annually by the Internal Revenue Service as the guideline for reimbursing individuals for the use of

personal vehicles for library business. Carried, all voting yes. Ms. Melgar noted that the amount for 2018 is \$0.545 per mile which is up \$0.01 over 2017.

Replacement of Awning over Children's Room Entrance

Motion by Mrs. Sternesky, seconded by Ms. Torsney, to accept a quote of \$580.00 from Monmouth & Ocean Awning Co., 508 Main Street, Asbury Park, to install a new awning. Carried, all voting yes. The canvas awning, which is very old and had been previously repaired in-house after being damaged in the January 23-24, 2016 snowstorm, was damaged beyond repair in the recent snowstorm of January 4-6, 2018.

Donations

The library received two donations in December 2017: (1) Woman's Club of Asbury Park \$100.00 and, (2) Delaine T. & Steven S. Sarraf \$300.00.

Incident Reports

The library was closed Thursday - Saturday January 4, 5, and 6, 2018 due to a snowstorm. There were neighborhood power outages on January 25 – 26, 2018 which were resolved just prior to the staff preparing to close to the public on both days, allowing the library to remain open to the public.

2018 Super Safe Summer Event

Ms. Melgar reported that the city plans to hold this event May 19, 2018 and distributed a flyer with details. She noted that the library has participated in previous years. Motion by Ms. Shelton, seconded by Mrs. Souder, that the library apply to participate as a "Community Service Provider". Carried, all voting yes.

Staff Outreach, Continuing Education, Collaborative Activities, Partnership Meetings and Events

[1] N.J. Assembly District 11 staff periodically bring an Information Table to the library, the latest was December 14, 2017; [2] Expungement Program – K. Melgar, January 12, 2018; [3] Monmouth County Health Department – Free

Lead Testing – January 17, 2018; **[4]** Community Development Initiative (CDI)- K. Melgar – January 19, 2018; **[5]** Asbury Park Historical Society Annual Meeting January 18, 2018 – M.A. Melgar and K. Melgar; **[6]** AARP Tax Help starts February 2, 2018 in library every Friday and Saturday until March 15; **[7]** Adult & Teen Craft Program – January 20, 2018; **[8]** Annual Martin Luther King Jr. Observance Ceremony – January 14, 2018 – St. Stephen AME Zion Church – K.Melgar attended to receive certificate of recognition for library notary services at expungement programs.

Adjournment

Motion by Mrs. Souder, seconded by Ms. Martin, that the meeting be adjourned at 10:45 A.M. Carried, all voting yes.

Minutes of this meeting were recorded by Frank D'Alessandro, Board Secretary, and Kathleen Melgar, Supervising Library Assistant, and Assistant to the Library Director. Robert W. Stewart, Library Director, and Kathleen Melgar prepared and wrote the minutes.

Respectfully submitted,

Frank D'Alessandro
Board Secretary

