

CAMDEN COUNTY LIBRARY COMMISSION MEETING MINUTES

DATE: August 19, 2021

LOCATION: Virtual Meeting via Zoom, 6:00 p.m.

PRESENT: Joseph Tortorelli, Robert Weil, Pat Abusi, Sam Cass, James Clarke, Linda Devlin.
County Counsel: Ilene Lampitt. Staff: Jennifer Druce, Antonella Kressel, Lauren Callahan, Barbara DelPidio.

The regular meeting of the Camden County Library Commission was held in compliance with Open Public Meeting Act N.J.S.A. 10:4-6 to 10:4-12.

CLOSED SESSION: Commissioner Clarke presented a motion to go into closed session and it was seconded by Commissioner Weil. Resolution #71-21 approved closing the meeting to discuss personnel issues in accordance with C10:4-13 of the Open Public Meetings Act.

Commissioner Weil presented a motion to open the meeting to the public and the motion was seconded by Commissioner Clarke. The motion passed unanimously.

MINUTES: Commissioner Weil presented a motion to accept the minutes for the July 2021 regular meeting and the motion was seconded by Commissioner Abusi. Commissioner Clarke and Commissioner Cass abstained. The regular minutes for July 2021, was unanimously approved.

FINANCIAL STATEMENTS: Commissioner Cass presented a motion to accept the financial statements for June 2021; the motion was seconded by Commissioner Clarke and Resolution #72-21, approving the financial statements for June 2021, was unanimously approved.

BILLS AND VOUCHERS: Commissioner Clarke presented a motion to accept the bills and vouchers for July 2021; the motion was seconded by Commissioner Cass and Resolution #73-21, approving the bills and vouchers for July 2021, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Cass presented a motion to accept the appointments and resignations for July 2021, the motion was seconded by Commissioner Abusi and Resolution #74-21, approving the appointments and resignations for July 2021, was unanimously approved.

DIRECTORS REPORT:

Ms. Devlin announced the following staff have been awarded Just Do It Mini Grants for projects \$1000 and under that support Library goals:

- Ashley Mitchel with the Technical Services Department at the Vogelson Branch is developing a Mental Health Literacy Collection for Black and Indigenous People of Color in Camden. The collection will be housed at the Nilsa Cruz-Perez Branch.
- Julie Mumma and Stephanie Middleton from the Gloucester Township Branch will increase the accessibility of their children's area with two new "Board Book Boats".
- Ryan Lammers and Jessica Lynch from the South County Branch will start a circulating board game collection. The new collection will consist of 28 board games that will cover a wide range of age and audience targets from young children to adults.
- Julie Tozer and Nasreen Ahmed from the Nilsa Cruz-Perez Branch are taking steps to welcome special needs families. They will purchase items such as cozy shades that reduce glare and bright lights, bubble border effect mirror that offers visual stimulation and a color changing light table for play and visual stimulation.

Ms. Devlin announced that there are currently 28 active basic literacy students and 67 active ESL students. Tutors and students may now pick up books and resources inside the building. Face to face tutoring is now allowed in all Library branches (although meeting rooms remain closed) and One Stop is now open by appointment.

Ms. Devlin announced that although all the branches remain significantly less busy than before the pandemic, circulation is up 33%, computer usage is up 138% and use of streaming services is up 6.3% from last month.

Associate Director Jennifer Druce updated the Commission on the branches:

Sara Figueroa began as Branch Manager of the Gloucester Township Branch effective August 2.

The Nilsa Cruz-Perez Branch will return to full operating hours effective August 31: Monday through Thursday 10:00 am – 8:00 pm and Friday and Saturday 10:00 am to 5:00 pm.

The Nilsa Cruz-Perez Branch experienced some flooding earlier this summer and remediation is almost complete.

The Summer Reading program “Tails & Tales” ended Saturday, August 7th with 1,636 participants. The participants earned badges or prizes.

The outdoor programs were very well attended and the Voorhees Town Center at the old Macy’s Court has offered that area for fall programs.

The Food Bank of South Jersey is continuing to serve meals at the Nilsa I. Cruz-Perez, Ferry Avenue, Gloucester Township and South County Branches. In July there were 345 meal bundles distributed which is over 1,000 individual meals.

Ms. Devlin announced that roof leaks at the Haddon Township Branch have resulted in ceiling and carpet damage. Repairs are scheduled for early next week, weather permitting.

The Director’s Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

Pay to Pay-OCLC: Commissioner Abusi presented a motion to authorize the award of a Non-fair and Open Contract with OCLC, in an amount not to exceed \$76,089.59; Commissioner Cass seconded the motion and Resolution #75-21 was unanimously approved.

Establish rate for title of Librarian 4, Head of Technical Services: Commissioner Clarke presented a motion to establish the hiring rate for the title of Librarian 4, Head of Technical Services in the annual amount of \$70,000; Commissioner Weil seconded the motion and Resolution #76-21 was unanimously approved.

Authorization to change the custodian of Petty Cash funds at the Gloucester Township Branch: Commissioner Abusi presented a motion authorizing to change the custodian of Petty Cash funds at the Gloucester Township Branch from Anne Ackroyd to Sara Figueroa, effective immediately; Commissioner Clarke seconded the motion and Resolution #77-21 was unanimously approved.

Authorization to change the custodian of Change funds at the Gloucester Township Branch: Commissioner Weil presented a motion authorizing to change the custodian of Change funds at the Gloucester Township Branch from Anne Ackroyd to Sara Figueroa, effective immediately; Commissioner Cass seconded the motion and Resolution #78-21 was unanimously approved.

Revision to Personnel Policy 6.23, Management Personnel Time Policy: Commissioner Clarke presented a motion for the revision of Personnel Policy 6.23, Management Personnel Time Policy; Commissioner Cass seconded the motion and Resolution #79-21 was unanimously approved.

Grant Review Form-Emergency Connectivity Fund: The grant presents an unprecedented funding opportunity for libraries to expand broadband equity to those who need it most beyond the confines of library walls. Commissioner Clarke presented a motion for the Grant Review Form-Emergency Connectivity Fund; Commissioner Weil seconded the motion and it was unanimously approved.

Grant Review Form- NJ Libraries: Ready for Anything Mini-Grants: The grant is to purchase a privacy booth to be used by patrons who need to have phone or video calls or need a quiet place to work at Library locations that do not have reservable meeting rooms. Lisa Alderfer with the IT Department presented a video about the privacy booth. Commissioner Abusi presented a motion for the Grant Review Form- NJ Libraries: Ready for Anything Mini-Grants; Commissioner Weil seconded the motion and it was unanimously approved.

Revision to Personnel Policy 6.24, COVID-19 Protocols: Commissioner Clarke presented a motion for the revision of Personnel Policy 6.24, COVID-19 Protocols; Commissioner Cass seconded the motion and Resolution #80-21 was unanimously approved.

Revision of Policy CUS-2, Customer Behavior: Commissioner Weil presented a motion for the revision of Policy CUS-2, Customer Behavior; Commissioner Cass seconded the motion and Resolution #81-21 was unanimously approved.

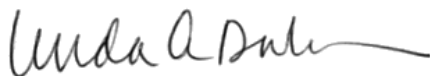
OTHER COMMISSION BUSINESS: Ms. Devlin announced that Commissioners Joseph Tortorelli, Pat Abusi and Robert Weil will be on the Budget Committee and will meet in October.

PUBLIC PORTION:

ADJOURNMENT: Commissioner Clarke presented a motion to adjourn the meeting; Commissioner Weil seconded the motion and it was unanimous to adjourn the meeting.

Respectfully submitted,

Linda Devlin, Director
August 20, 2021



Certified by _____
Linda Devlin, Director

August 20, 2021

Date: _____