

CAMDEN COUNTY LIBRARY COMMISSION MEETING MINUTES

DATE: November 9, 2021

LOCATION: Virtual Meeting via Zoom, 5:30 p.m.

PRESENT: Jennie Owens, Joseph Tortorelli, Robert Weil, James Clarke, Pat Abusi, 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 Weil presented a motion to go into closed session and it was seconded by Commissioner Tortorelli. Resolution #113-21 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 Tortorelli presented a motion to accept the minutes for the October 2021 regular meeting and the motion was seconded by Commissioner Weil. Commissioner Abusi abstained. The regular minutes for October 2021, was unanimously approved.

FINANCIAL STATEMENTS: Commissioner Clarke presented a motion to accept the financial statements for September 2021; the motion was seconded by Commissioner Tortorelli and Resolution #114-21, approving the financial statements for September 2021, was unanimously approved.

BILLS AND VOUCHERS: Commissioner Weil presented a motion to accept the bills and vouchers for October 2021; the motion was seconded by Commissioner Tortorelli and Resolution #115-21, approving the bills and vouchers for October 2021, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Clarke presented a motion to accept the appointments and resignations for October 2021, the motion was seconded by Commissioner Weil and Resolution #116-21, approving the appointments and resignations for October 2021, was unanimously approved.

DIRECTORS REPORT:

Ms. Devlin announced that the Library will resume Sunday hours at the M. Allan Vogelson Branch starting December 5th. The branch will be open from 1 to 5 pm.

The Haddon Township Branch will be closed to public and staff for extensive interior repairs on Monday, November 8 and will reopen on Monday, November 29.

Ms. Devlin announced that a team of social work interns from the Rutgers-Camden School of Social Work is now assisting patrons at the Nilsa Cruz-Perez Downtown Branch. Services started in October and 14 people have received assistance with housing, job applications or resumes and referrals to food pantries.

Ms. Devlin announced that the Library System is hosting a major virtual author event in conjunction with the Camden County Youth Services Commission on December 1st. Author Jason Reynolds, who is a Carnegie Medal winner for his book *Look Both Ways* and a National Book Award Finalist for Young People's Literature for his book *Ghost*, will address an audience of students in high schools throughout the county, residents of the Camden County Youth Center, and members of the general public. The goal of the event is to bring students in different communities together to encourage positive dialogue around tolerance, diversity, respect, and equity through reading and books as a common language.

Associate Director Jennifer Druce updated the Commission on the branches:

New carpet and flooring is on order for the South County Branch and should be delivered by December or January.

The Library will begin offering tax assistance by appointment at some of the branches through AARP and VITA.

There have been some “good words” from the public with regard to our services and staff.

The Director’s Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

Ms. Devlin presented an overview of the 2022 operating budget. The 2022 proposed operating budget is \$11,802,465. This is a decrease of \$41,797 or .35%, as compared to the 2021 budget.

Significant changes between the 2021 approved and 2022 proposed budgets is a decrease in building maintenance, security, circulating materials and A/V materials with an increase in maintenance contracts, health insurance and debt service.

The Library will use \$1,387,093 in surplus and are requesting \$10,336,677 in tax dollars to balance the budget, which reflects a 0% increase in tax dollars.

Budget recommendations are closely aligned with the Library’s goals. Funding has been allocated in areas that will allow us to implement plan goals and deliver value to residents. When possible, purchases will be charged to existing capital accounts.

2022 Operating Budget: Commissioner Tortorelli presented a motion to accept the 2022 operating budget; Commissioner Weil seconded the motion and Resolution #117-21 was unanimously approved

Pay to Play- Evisonware, Inc: Commissioner Clarke presented a motion to authorize the award of a Non-fair and Open Contract with Evisonware, Inc., in an amount not to exceed \$27,960.00; Commissioner Weil seconded the motion and Resolution #118-21 was unanimously approved.

Pay to Play- ProQuest, LLC: Commissioner Clarke presented a motion to authorize the award of a Non-fair and Open Contract with ProQuest, LLC, in an amount not to exceed \$3,478.86; Commissioner Abusi seconded the motion and Resolution #119-21 was unanimously approved.

Award of Contract- SHI International Corp (New Jersey Cooperative Purchasing Alliance Contract #CK04): Commissioner Abusi presented a motion to authorize an Award of Contract with SHI International Corp (New Jersey Cooperative Purchasing Alliance Contract #CK04), in an amount not to exceed \$18,327.80; Commissioner Weil seconded the motion and Resolution #120-21 was unanimously approved.

2022 Holidays and Closings: Commissioner Tortorelli presented a motion to approve the 2022 Holiday and Closings List; Commissioner Clarke seconded the motion and Resolution #121-21 was unanimously approved.

2022 Library Commission Meeting Dates: Commissioner Tortorelli presented a motion to approve the 2022 Library Commission Meeting Dates; Commissioner Weil seconded the motion and Resolution #122-21 was unanimously approved.

CWA Local 1014 (Support Staff) Bargaining Unit Agreement: Commissioner Tortorelli presented a motion to approve the CWA Local 1014 (Support Staff) Bargaining Unit Agreement; Commissioner Weil seconded the motion and Resolution #123-21 was unanimously approved.

2021 Budget Appropriation Transfers: Commissioner Tortorelli presented a motion to authorize the 2021 Budget Appropriation Transfers from 015-2516-604-7010 HVAC – VT in the amount of \$2,000 and 015-2517-604-7010 HVAC – FA in the amount of \$3,000 to 015-2513-604-7010 HVAC – SC; Commissioner Clarke seconded the motion and Resolution #124-21 was unanimously approved.

OTHER COMMISSION BUSINESS: The Library Commission nominating committee will meet to nominate the 2022 Library Commission President and Vice President and will be presented at the December Library Commission Meeting.

PUBLIC PORTION:

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

Respectfully submitted,

Linda Devlin, Director
November 10, 2021



Certified by _____
Linda Devlin, Director

November 10, 2021

Date: _____