

CAMDEN COUNTY LIBRARY COMMISSION MEETING MINUTES

DATE: November 14, 2022

LOCATION: M. Allan Vogelsson Branch

PRESENT: Joseph Tortorelli, Robert Weil, Suzanne Fox, Pat Abusi, Linda Devlin.
County Counsel: Ilene Lampitt. Staff: Jennifer Druce, Lauren Callahan, Antonella Kressel, Barbara DeIpidio.

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 Fox. Resolution #132-22 approved closing the meeting to discuss personnel issues in accordance with C10:4-13 of the Open Public Meetings Act.

Commissioner Abusi presented a motion to open the meeting to the public; the motion was seconded by Commissioner Fox. The motion passed unanimously.

MINUTES: Commissioner Weil presented a motion to accept the minutes for the October 2022 regular meeting; the motion was seconded by Commissioner Fox. The regular minutes for October 2022, was unanimously approved.

FINANCIAL STATEMENTS: Commissioner Abusi presented a motion to accept the financial statements for September 2022; the motion was seconded by Commissioner Fox and Resolution #133-22 approving the financial statements for September 2022 was unanimously approved

BILLS AND VOUCHERS: Commissioner Weil presented a motion to accept the bills and vouchers for October 2022; the motion was seconded by Commissioner Fox and Resolution #134-22, approving the bills and vouchers for October 2022, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Abusi presented a motion to accept the appointments and resignations for October 2022, the motion was seconded by Commissioner Weil and Resolution #135-22, approving the appointments and resignations for October 2022, was unanimously approved.

DIRECTORS REPORT:

Ms. Devlin announced that the Library Management Team attended a team building session using the True Colors personality assessment. Knowing and understanding each of the four colors helped everyone gain a better understanding of themselves and others.

Ms. Devlin provided an update on the "Just Do It" mini grant personal care pantry project at the Vogelsson Branch. Library Assistants Ethan Strong and Katrina Greene-Wood and Librarian Teri Crisostomo have already stocked the pantry with products such as toothbrushes, soap, shampoo socks and feminine hygiene products which can be discreetly requested at the service desk. The new pantry joins those at the Gloucester Township, Ferry Avenue, and South County Branches.

Associate Director Jennifer Druce updated the Commission on the following:

Lisa Brandenburg, the new Branch Manager at the Gloucester Township Branch, started November 14.

Work on the new fire stairwell flooring and stair treads at the Vogelsson Branch has begun.

Author Ibi Zoboi presented a virtual program to approximately 2,100 Camden County students in a partnership with the Camden County Board of Social Services.

Ms. Devlin noted that the statistics report contains a new column which compares Library use in 2022 and 2019 during the same month. October 2022 use in nearly all areas of service is still considerably less than October 2019. This phenomenon is happening in most libraries. The Management Team will spend time in the coming months looking at service trends and how people want to use library resources (and which ones) post-pandemic. Services may need to be reevaluated and changed if these trends represent a permanent shift in library use.

Commissioner Fox presented a motion to accept the Director's Report; the motion was seconded by Commissioner Weil and the Director's Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

2023 Operating Budget: Commissioner Weil presented a motion to accept the 2023 operating budget; Commissioner Fox seconded the motion and Resolution #136-22 was unanimously approved.

New Policy, MNG-21, Donation Containers: Commissioner Fox presented a motion to approve New Policy, MNG-21, Donation Containers; Commissioner Abusi seconded the motion and Resolution #137-22 was unanimously approved.

Revised Policy, MNG-15, Petitioning, Solicitation, and Distribution of Non-Library Materials: Commissioner Fox presented a motion to revise Policy, MNG-15, Petitioning, Solicitation, and Distribution of Non-Library Materials; Commissioner Weil seconded the motion and Resolution #138-22 was unanimously approved.

2023 Holidays and Closings: Commissioner Weil presented a motion to approve the 2023 Holiday and Closings List; Commissioner Fox seconded the motion and Resolution #139-22 was unanimously approved.

2023 Library Commission Meeting Dates: Commissioner Weil presented a motion to approve the 2023 Library Commission Meeting Dates; Commissioner Fox seconded the motion and Resolution #140-22 was unanimously approved.

Pay to Play-EBSCO Information Services, LLC: Commissioner Fox presented a motion to approve the Pay to Play-EBSCO Information Services, LLC in the amount of \$20,835.00; Commissioner Weil seconded the motion and Resolution #141-22 was unanimously approved.

Award of Contract- SHI International Corp (New Jersey Cooperative Purchasing Alliance Contract #CK04): Commissioner Fox 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 \$21,223.08; Commissioner Weil seconded the motion and Resolution #142-22 was unanimously approved.

Cancel funds from prior year accounts payable: Commissioner Fox presented a motion to cancel funds from prior year accounts payable in the amount of \$200,000; Commissioner Abusi seconded the motion and Resolution #143-22 was unanimously approved.

Cancel funds from 2022 budget appropriation: Commissioner Fox presented a motion to cancel funds from 2022 budget appropriation in the amount of \$25,000 from Acct 015-2526-604-9102 and \$20,000 from Acct 015-2526-604-9106; Commissioner Weil seconded the motion and Resolution #144-22 was unanimously approved.

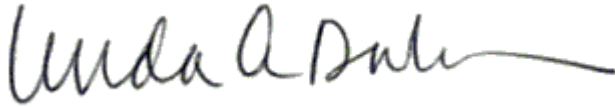
OTHER COMMISSION BUSINESS: Commissioner Weil presented a motion for Installation of 2023 Officers; Commissioner Joseph Tortorelli to be President of the Library Commission for 2023 and Commissioner Suzanne Fox to be Vice President for 2023; Commissioner Abusi seconded the motion, and it was unanimously approved.

PUBLIC PORTION:

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

Respectfully submitted,

Linda A. Devlin, Director
November 15, 2022



November 16, 2022

Certified by _____ Date: _____
Linda A. Devlin, Director