

**CAMDEN COUNTY LIBRARY COMMISSION
MEETING MINUTES**

DATE: January 12, 2021

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

PRESENT: Jennie Owens, Joseph Tortorelli, Robert Weil, James Clarke, Sam Cass, 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 Clarke. Resolution #1-21 approved closing the meeting to discuss personnel issues in accordance with C10:4-13 of the Open Public Meetings Act.

MINUTES: Commissioner Tortorelli presented a motion to accept the minutes for the December 2020 regular meeting and the motion was seconded by Commissioner Weil. The regular minutes for December 2020 was accepted as modified, adding County Counsel.

FINANCIAL STATEMENTS: Commissioner Tortorelli presented a motion to accept the financial statements for November 2020; the motion was seconded by Commissioner Cass and Resolution #2-21, approving the financial statements for November 2020, was unanimously approved.

Commissioner Owens tabled the financial statements for December 2020; the financial statements for December 2020 will be presented at the February 2021 Regular Library Commission Meeting.

BILLS AND VOUCHERS: Commissioner Tortorelli presented a motion to accept the bills and vouchers for December 2020; the motion was seconded by Commissioner Clarke and Resolution #3-21, approving the bills and vouchers for December 2020, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Abusi presented a motion to accept the appointments and resignations for December 2020, the motion was seconded by Commissioner Weil and Resolution #4-21, approving the appointments and resignations for December 2020, was unanimously approved.

DIRECTORS REPORT:

Associate Director Jennifer Druce updated the Commission on the following services:

The Library is continuing to serve the community with lending hotspots.

Chromebooks for our new lending program are being processed and prepared for check out.

The Library continues to offer virtual programs including story times and craft kits being available for pickup.

No contact pickup during public service hours continues with the South County branch offering window displays for browsing.

Mystery bags are being offered with materials grouped together in a specific genre.

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.

The Library has also partnered with Camden County Technical School to distribute meals to their students.

Self-checkout kiosks have arrived and are being installed at the Vogelson Branch.

Ms. Devlin presented the Commission with the 2020 Summary of Accomplishments/Annual Report:

Ms. Devlin stated that Library staff demonstrated resilience and dedication during the COVID-19 pandemic and is proud of how quickly library services pivoted to meet community needs. New services in 2020 included online digital programming, classes, instruction and assistance by appointment, Virtual story times and summer reading program, hotspot lending, no-contact pick up, no-contact fax/copy/printing, outdoor programming, craft kits, a centralized telephone reference and information hotline, food distribution through the Foodbank of South Jersey, and a calling project where library staff call regular patrons to check in and provide information.

The Library strove to meet the needs of all county residents by offering free digital library cards that provide access to digital streaming products.

In addition to pandemic related services, during 2020 Library staff and administration worked on an extensive renovation of the M. Allan Vogelson Branch. The M. Allan Vogelson and Nilsa Cruz Perez Downtown branches both received "Libraries Lead with Digital Skills" grants provided by Google and the American Library Association, the Library was awarded the 2020 Best Practices in Early Childhood Literacy Award from the New Jersey State Library for our story time in the park series, and was awarded a 2020 Public Relations Award from the New Jersey Library Association for the 2019 Fine Free graphics and advertising campaign.

Ms. Devlin also presented the Commission with her vision and goals for the Library System in 2021. Goals were outlined that will allow the Library to most completely meet community needs during and post-pandemic, including resources and assistance for businesses, small businesses and entrepreneurs, assisting groups most impacted economically by the Covid-19 pandemic, such as women, non-white workers, lower wage earners, and direct assistance and resources for remote workers, learners and caregivers of remote learners. Ms. Devlin also outlined goals to help bridge the digital divide in Camden County, redefine Library services and evaluate and continue remote and virtual services post-pandemic to reduce barriers to service and encourage Library use. Goals were outlined to support diversity and inclusion and staff development, leadership and employee recognition.

The Director's Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

2021 Revised Commission Meeting Schedule: Commissioner Tortorelli presented a motion to approve the 2021 Revised Commission Meetings; Commissioner Cass seconded the motion and Resolution #5-21 was unanimously approved.

Commissioner Owens presented items B, C and D in a block

Delegating authority to make library purchases and contracts under \$17,500 to Director: The authority to make library purchases and contracts under \$17,500 to the Director beginning January 1, 2021.

Authorization to sign Requisitions, Vouchers and Purchase Orders: To authorize Linda Devlin and Jennifer Druce to be the authorized signers on all requisitions, vouchers and purchase orders or documents under the direct control of the Library Commission for the year 2021.

Authorizing the Camden County Library System to utilize the County Finance System: To authorize the Camden County Library System to utilize the Camden County Finance System in 2021.

Commissioner Weil presented a motion to approve items B, C and D; Commissioner Clarke seconded the motion and Resolutions #6-21, #7-21 and #8-21 were unanimously approved.

Commissioner Owens tabled items E. and F.

Pay to Play – Baker & Taylor, Inc.

Pay to Play - Midwest Tapes:

OTHER COMMISSION BUSINESS:

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
January 14, 2021



Certified by _____
Linda Devlin, Director

January 14, 2021
Date: _____