

Wenonah Free Public Library
Reorganization Meeting Minutes 1-6-2021

Attendees: Michelle Contarino, Jessica Doheny, Carol Newman, Ellen Hummel, Carol Murphy, Deb Cline, Linda Helmbrecht, Anne Zuber, John Dominy (present for Reorganization Portion)

Anne Zuber called the Reorganization Meeting to order at 7:06 pm. Michelle Contarino was sworn in for a new term by Mayor John Dominy. Officers were reappointed for 2021 with no objections – Michelle Contarino President, Carol Newman Treasurer, Ellen Hummel Secretary. Reorganization Portion of meeting closed at 7:10 pm.

Anne Zuber called the regular meeting to order at 7:10 p.m. at which time the Open Public Meeting Notice was read: *In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to The South Jersey Times, and posted on our webpage and on the bulletin board in the library.*

Read and Approve

- The Board approved the minutes for the November 4, 2020 Board Meeting. Motion by J. Doheny/Seconded by D. Cline/All in favor.
- The Board approved the minutes for the December 2, 2020 Special Meeting. Motion by J. Doheny/Seconded by D. Cline/All in favor.
- The Board approved the Treasurer's report: Bank balances as of 1-6-2021: \$2,791.80 checking account, \$23,530.65 savings account. Treasurer also reported receipt of a check from the Borough of Wenonah for approximately \$30,000 that was not yet deposited. Motion by D. Cline/Seconded by L. Helmbrecht/All in favor.
- The Board approved the November Bills List. Motion by D. Cline/Seconded by L. Helmbrecht/All in favor.
- The Board approved the December Bills List. Motion by D. Cline/Seconded by L. Helmbrecht/All in favor.

Librarian Report

November 2020 stats AF-141 ANF-21 JF-117 JNF-7 Vid-14 Aud-0 eBook/Audio Downloads-73 + JC/ILL 17 Total = 390
EDS – no data

December 2020 stats AF-150 ANF-26 JF-92 JNF-6 Vid-19 Aud-0 eBook/Audio Downloads-90 + JC/ILL 16 Total = 399
EDS – no data

Overall, the estimated annual circulation was 5018, including 3666 physical items and 1352 digital downloads. Final statistics are produced by the LOGIN technical staff in early February.

Old Business

- The network laser printer recommended by technology volunteer Max Pozza is out of stock. Anne will continue to investigate. Estimated cost is between \$300 and \$400. The recently installed new Comcast modem seems to have made a great improvement in the library WiFi so Anne will hold off on the Comp Solutions proposal to see if upgrades are still necessary.
- EBSCO database agreement The Ebsco representative initiated instructions and Anne is seeking assistance from the LOGIN consortium administrator to manage them.
- On December 21, 2020, GCSI installed a new fire panel and panic buttons, including one on a fob to be worn by librarian on duty.

- The Board approved the Second Reading of Board of Trustees of Wenonah Free Public Library Resolution 2020-2, Resolution Establishing Capital Expense Plan and Reserving Funds. The vote was as follows:

Motion by J. Doheny
Seconded by D. Cline

Roll Call:

M. Contarino Aye
L. Helmbrecht Aye
J. Doheny Aye
D. Cline Aye
C. Newman Aye
C. Murphy Aye
E. Hummel Aye

- The Museum of the American Revolution will reopen as of January 8, 2021 with limited timed admission. The Board approved \$200.00 to purchase a one-year annual pass for library patrons' use. Motion by J. Doheny/Seconded by C. Murphy/All in favor.
- The Board voted to contract the Hoopla digital streaming service for audiobooks, music, videos, & ebooks for a \$1000 startup cost. Motion by L Helmbrecht/Seconded by C. Murphy/All in favor. The trial information is email: WenonahFree@hoopladigital.com Password:TV@14026

New Business

- Mobile app for eBooks is called Libby (same as Overdrive for desktop).
- New LOGIN mobile app is available. Older versions (Library Thing or Bookmyne) will no longer be supported.
- A large book order was placed to replace damaged and frail books in children's and classic book sections.
- While A. Zuber is off for hip replacement surgery, Wednesday desk hours will be covered by other staff and mail will be copied and forwarded to avoid bill payment delays.
- A committee was formed to review the lighting options. D. Cline will lead the effort along with L. Helmbrecht.
- A. Zuber reported that one library patron tested positive for Covid-19. Anne will contact the county health department for guidance as to notifying other patrons in the building that day.

Meeting adjourned at 8:11 pm. Motion by D. Cline/Seconded by L. Helmbrecht/All in favor.

Next meeting, February 3, 2021

2021 Meetings are as follows: 1/6/21 at 7 pm (Reorganization Meeting), 2/3/21, 3/3/21, 4/7/21, 5/5/21, 6/2/21, 8/4/21, 9/1/21, 10/6/21 and 11/3/21, all at 7 pm.