

Wenonah Free Public Library
Board Meeting Minutes February 3, 2021

Attendees: Michelle Contarino, Carol Newman, Ellen Hummel, Jessica Doheny, Carol Murphy, Linda Helmbrecht, Anne Zuber. Absent: Deb Cline

Meeting Opened by M. Contarino at 7:10 pm 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 from the January 6, 2021 meeting. Motion by C. Newman/Seconded by J. Doheny/All in favor.
- The Board approved the Treasurer's Report: Bank balances as of February 3, 2021: Checking account was \$7,928.50 and savings account was \$49,518.06. Motion by C. Murphy/Seconded by J. Doheny/All in favor.
- The Board approved the January Bills List. Motion by L. Helmbrecht/Seconded by J. Doheny/All in favor.

Librarian Report

January 2021 stats AF-127 ANF-23 JF-127 JNF-14 Vid-16 Aud-0 eBook/Audio Downloads-116 + JC/ILL 24
Total = 447 EDS – no data.

Old Business

- Regarding EBSCO database agreement, the EBSCO representative initiated instructions and Anne is still waiting for someone to work with her.
- The patron who reported positive Covid-19 test result on 1/5/21 has recovered. Gloucester County Board of Health site indicated those testing positive would identify their contacts to the Board of Health, which follows up. Patron confirmed to Anne that they told the Board of Health they had been at the library on 1/2/21. Library staff was not contacted by Board of Health, but did reach out to patrons in the building at the time of the patron who tested positive.
- Issues with the remote panic button were related to cellular connection and have been resolved.
- The secondary phone line previously used for the fire alarm has been disconnected. Resulting reduction in the AT&T bill should offset the security system cell connection charges.

New Business

- \$1000.00 donation received from Susy and Gary Christensen in memory of her mother Suzanne Lang. Board needs to decide in the future how to allocate the donation. E. Hummel will send a thank you note.
- New Jersey State Library has opened the link for state survey reporting, which is due March 15, 2021.
- The library closed early on Monday, February 1, 2021 due to inclement weather.
- Wenonah Chief Financial Officer directed unused sick time be paid at the end of the fiscal year. Part time employees in New Jersey are entitled to one hour of sick leave for every 30 hours worked. Balances were confirmed with borough office staff and checks were issued.
- The Wenonah Historical Society agreed to prepare the StoryWalk display to be installed early in February. Jillian McCloskey, volunteer, will coordinate the installation. Display focuses on founding of Wenonah and is oriented toward a broader audience, not just children.
- Anne is awaiting instructions from Hoopla contact to launch this new digital product. Director of Westville Library reported that its patrons are using about \$25 worth of Hoopla access per month.
- Plan to coordinate more virtual Storytime programs as outdoor programs are limited by weather conditions.
- Review of lighting options will continue, spearheaded by D. Cline along with L. Helmbrecht.

Meeting adjourned at 7:45 Motion by C. Murphy/Seconded by C. Newman/All in favor

Next meeting: March 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.