

Wenonah Free Public Library
Board Meeting Minutes April 7, 2021

Attendees: Michelle Contarino, Ellen Hummel, Jessica Doheny, Linda Helmbrecht, Deb Cline, Anne Zuber, Carol Murphy, Linda Helmbrecht arrived 7:15 p.m. Absent: Carol Newman

M. Contarino opened the meeting at 7:03 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 from the March 3, 2021 meeting. (Motion by L. Helmbrecht/Seconded by J. Doheny/C. Murphy abstained/All other members in favor.)
- Treasurer's report (submitted by A. Zuber on behalf of C. Newman. Today's bank balances: checking account: \$7484.13, savings account: \$44,518.82.
- The Board approved the March bills list (Motion by D Cline/Seconded by J. Doheny/L. Helmbrecht and C. Newman absent/All other members in favor.)

Librarian Report

March 2021 stats AF-132 ANF-24 JF-134 JNF-15 Vid-15 Aud-1 eBook/Audio Downloads-96 + JC/ILL 15
Total = 432 EDS – 259 sessions, 263 interface, 94 requests, 24 full text, 23 links, 47 abstracts.

Old Business

- EBSCO database service is operational. Anne is working with Ebsco to develop a new interface and would like to schedule a training session with the Board. The Wenonah catalog is integrated with the EBSCO database.
- Hoopla implementation underway. Anne is still working with them to learn how to use it.
- AT&T gave notification that it will no longer support landline as of October 2021. Anne is investigating options to keep same phone number. May be able to keep the phone number by dealing with Verizon.
- The Board discussed use of the \$1000.00 donation received from Susy and Gary Christensen in memory of her mother Suzanne Lang. No final decision made.
- Anne submitted the state library survey on time.
- Romano & Todd quoted \$350.00 to refinish the front door. Work is expected to be completed the weekend of April 10-11.
- Anne provided an update on technology improvements approved in 2020. The donated computers have been set up and are functioning in the network. New laser printer and circulation desk computer were purchased and are working.

New Business

- Anne is working on plan to kickoff new digital services for the public including a banner that has been purchased and a planned email blast. She is considering a beta test group of patrons to develop a training program. Anne is also setting up staff training for Ebsco and hoopla.
- Anne obtained quotes for carpet cleaning and selected Stanley Steamer, cost is \$200.
- Anne requested online quotes from mold remediation companies; received one for \$675.00, awaiting others.
- Karel Black and Michael Matalavage are working on plans for Summer Reading Program.
- Used Book Sale will take place on April 24th. Deb Cline will recruit volunteers.
- L. Helmbrecht provided an update on the lighting project.
- Anne reminded the Board that Financial Disclosure Statement were due by 4/30/21.

M. Contarino adjourned the meeting at 8:28 pm

Next meeting, May 5, 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, 7/7/21, 8/4/21, 9/1/21, 10/6/21 and 11/3/21 and 12/1/21, all at 7 pm.