

# CAPE MAY COUNTY LIBRARY

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ANDREA ORSINI  
Library Director

E. MARIE HAYES  
Commissioner

Minutes of the Regular Meeting of the Cape May County Library Commission held on Wednesday, July 20, 2022 at 1:30pm, in the Board Room of the Cape May County Library in Cape May Court House, NJ.

Present: Mrs. Henderson, Vice Chair  
Mrs. Ponichtera, Secretary  
Mr. Ludgate  
Mr. Mastrangelo  
Andrea Orsini, Library Director

1. Mrs. Henderson called the meeting to order and announced it was being held in accordance with the Open Public Meetings Act.
2. The minutes of the meeting of June 15, 2022 were presented for review and approval. Mrs. Henderson made a motion to approve the minutes, which Mr. Ludgate seconded. The motion passed unanimously.
3. Orsini presented the bills for the month of July for review and approval for payment. Orsini reported that the \$20,059.35 EBSCO bill was for database renewals. Orsini also reported the Hunter Research invoice of \$9,850.00 was for the HABS III documentation for the Historic Franklin Street School. Additionally, Orsini reported that the Mall Chevrolet \$21,185.00 invoice was for the long awaited new delivery van. Mrs. Henderson made a motion to approve the bills for payment, which Mr. Mastrangelo seconded. The motion passed unanimously.
4. Under old business:
  - a. Orsini reported that the HABS level III documentation for the FSS was submitted to the NJ HPO for review. Orsini also reported that the County of Cape May received the construction bids for the FSS project on July 13, 2022.
  - b. Orsini reported that there has been progress on the library vending machine project at Dennis Twp., and another meeting has been scheduled.
  - c. Orsini reported that the main chiller repairs were completed at the Court House Library.
5. Under new business:
  - a. Orsini presented the June Children's Department report. Orsini also reported that there were 41 in-person children's programs with 1406 participants in June. Orsini reported that as of 7/20 there were over 1,300 children registered for the Summer Reading program. Orsini also reported the June Jim Gill concert at the park had 148 attendees.
  - b. Orsini presented the June Teen Programming report. Orsini reported that the Teen Department had 103 people registered for their Summer Reading program, up from just 14 registered in 2021.
  - c. Orsini presented the June Adult Programming report. Orsini reported that the Adult Summer Reading program had 273 participants registered, up from 83 registered in 2021.
  - d. Orsini reported that the TLC and Outreach departments would be participating in the Cape May County 4-H Fair on July 21, 22, and 23rd. Orsini also reported that number of adult events participants were on the rise, up 60% since the previous month.
  - e. Orsini introduced the Cape May County Library Notary Policy for review.
  - f. Resolution July 2022 #1, New Hires, was introduced. Mr. Mastrangelo made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
  - g. Resolution July 2022 #2, Compensation Method Change, was introduced. Mr. Mastrangelo made a motion to accept the resolution, which Mrs. Henderson seconded. The resolution passed unanimously.
  - h. Resolution July 2022 #3, Separations, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Mastrangelo seconded. The resolution passed unanimously.

- i. Resolution July 2022 #4, Granting and Amending LOAs, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Mastrangelo seconded. The resolution passed unanimously.
  - j. Resolution July 2022 #5, MUA Repair Peterson Service, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Ludgate seconded. The resolution passed unanimously.
  - k. Resolution July 2022 #6, Amending Resolution March 2021 #4, Triad Grant Administration Services Contract Acceptance, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Mastrangelo seconded. The resolution passed unanimously.
  - l. Resolution July 2022 #7, Notary Services Policy, was introduced. Mrs. Ponichtera made a motion to accept the resolution, which Mr. Ludgate seconded. The resolution passed unanimously.
  - m. Resolution July 2022 #8, Authorizing County of Cape May to Award Construction Contract FSS, was introduced. Mrs. Henderson made a motion to accept the resolution, which Mr. Mastrangelo seconded. The resolution passed unanimously.
6. It was noted that the statistics for the month of June 2022 were listed on the agenda.
  7. There being no further business, the Commission adjourned.