

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

September 21, 2015

Prepared: September 24, 2015

Approved: October 19, 2015

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This meeting had been scheduled for September 14, 2015. Notice of the date change was forwarded to the Courier News and Star Ledger and posted on the bulletin board at the Library and Town Hall at least 48 hours in advance, all in accordance with the Open Public Meetings Act.

The meeting was called to order by Karin Miller at 7:45 PM.

PRESENT: Naomi Rizzuti, Karin Miller, Linda Nessenson, Sheila Buthe.

ABSENT: Raquel Fruchter, Judith Rattner, Robert Woodruff (Mayor).

ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director.

SECRETARY'S REPORT- July and August - Sheila Buthe asked that the sentence "The ILL position had previously been 16 hours per week." be added at the end of the second paragraph under NEW BUSINESS. Karin Miller made a motion to accept the minutes of July 13, 2015 and August 10, 2015. Linda Nessenson seconded the motion, and it passed with Karin Miller, Linda Nessenson and Sheila Buthe approving, while Naomi Rizzuti abstained.

TREASURER'S REPORT- July and August - A payment of \$78,000 was received from the town. Due to an as yet unresolved bank error, the August statement does not balance at this time. Karin Miller made a motion to void checks 6538 (\$94.25) and 6538 (no amount). Naomi Rizzuti seconded the motion and it passed unanimously. Linda Nessenson made a motion to accept the Treasurer's Reports for July and August 2015. Sheila Buthe seconded the motion and all approved.

CORRESPONDENCE AND GIFTS- None.

BOARD REPORTS – LUCC Reception in Elizabeth on Tuesday, October 13<sup>th</sup> at 6:30- Board members who wish to attend should let Ms. Bakos know.

Ms. Bakos and Ms. Miller attended a meeting with the Union County Freeholders. Ms. Bakos received a Union County Library Grant check for \$1,935.40 to be used for STEAM related children's programs and materials.

CITIZEN HEARING ON AGENDA ITEMS- No one spoke.

DIRECTOR'S REPORT

Circulation- The circulation of downloadables continued to rise by more than 200 in July with a total of 1,371 circulations in August. Discarding continues.

Building and Grounds- Staff and public enjoyed the return of air conditioning provided by the new units in the Children's Department.

Other- Union County Grant - A series of monthly children's STEAM related activities will begin on Nov. 6th with Doodlebot art taught by Robert Nealon and Laura Fuhro. Robotic Cubelets and a Zoobomatron, to be used for these programs, are on order.

Hoopla and Pronunciator launched on 9/1- Hoopla, a digital media service provides free access to more than 300,000 streaming audiobooks, eBooks, movies, music albums, television shows and comics for library cardholders.

Pronunciator – Patrons can learn up to 80 languages using self-directed lessons for both children and adults.

Foundation- No meeting is scheduled at this time.

Marketing – Nothing to report at this time

LIAISON’S REPORT- No report.

#### OLD BUSINESS

Computer upgrade- The estimated price of hardware and software needed to move to a Microsoft environment and replace all the public access computers is \$24,519. Karin Miller made a motion to accept the estimate. Linda Nessenson seconded the motion and it passed unanimously.

NEW BUSINESS – None.

PUBLIC HEARING- No one spoke.

#### EXECUTIVE SESSION:

Karin Miller made a motion to go into Executive Session and read the resolution to go into Executive Session for Facilities Contract Negotiation – Little Flower Church. Linda Nessenson seconded and the motion passed unanimously at 8:10 pm.

Karin Miller made a motion to come out of Executive Session; Linda Nessenson seconded and passed unanimously at 8:40 pm. No action was taken

ADJOURNMENT- Karin Miller made a motion to adjourn. Sheila Buthe seconded the motion; all agreed and the meeting adjourned at 8:40 PM.