

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

March 9, 2015

Prepared: March 11, 2015

Approved: April 13, 2015

Adequate notice of this meeting has been provided by posting same on the bulletin board at the Library and Town Hall and forwarding notice to the Star Ledger and Courier News, at least 48 hours in advance, all in accordance with the Open Public Meetings Act.

The meeting was called to order by Sheila Buthe at 7:37 PM.

PRESENT: Judith Rattner, Naomi Rizzuti, Linda Nessenson, Sheila Buthe.

ABSENT: Karin Miller, Raquel Fruchter, Robert Woodruff.

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

SECRETARY'S REPORT- Naomi Rizzuti made a motion to accept the minutes of February 9, 2015. Linda Nessenson seconded the motion and it passed unanimously.

TREASURER'S REPORT- Judith Rattner made a motion to void check # 6464 for \$4,555. Sheila Buthe seconded the motion and it passed unanimously. A discussion followed on the need for bank services that allow for administrative access to account information.

CORRESPONDENCE AND GIFTS – None received.

BOARD REPORTS – MUF dinner- The annual MUF dinner will be held on Wednesday, May 6 at the Wyndham Hamilton Park Conference Center.

CITIZEN HEARING ON AGENDA ITEMS- No one spoke.

DIRECTOR'S REPORT

Circulation- As a result of an ongoing weeding project, the staff succeeded in discarding more books than were added last month.

Building and Grounds – In-Line Air Conditioning Company has submitted a quote to install a ductless a/c system (2 units) in the Children's Department, electrical work not included. In-Line is the approved vendor for Union County through the Middlesex Regional Educational Services Commission, a purchasing cooperative. Discussion to continue in April.

Other-Financial Disclosure Forms- Board members are asked to complete and return the forms by the deadline.

A Facebook message was received from a patron expressing appreciation of Urmi Ghosh's service. Meetings have been scheduled for the Union County Heads of Reference and for the Heads of Circulation to discuss cooperation and policies. Ms. Bakos and Ms. Fuhro participated in the State Library's Active Shooter training at the Monroe Public. Ms. Bakos later discussed staff training with Acting Police Chief John DiPasquale.

The Chinese New Year Celebration for families was an unqualified success with a children's chorus, Chinese crafts and ink brush writing, a dragon dance, tea tasting, decorations and traditional finger foods, all prepared by the local community. The knitting clinic was also a success with a dozen participants looking forward to next month's session. A program, *Governor Livingston, I Presume?*, funded by the Horizons Speakers Bureau, will be held on Sunday, April 19th.

Foundation – No report.

Marketing – Sheila Buthe suggested that the Library reach out to the business community with a similar program to last year's open house.

MAYOR'S REPORT: No report.

OLD BUSINESS: None.

NEW BUSINESS: Discussion Item-Museum Passes – Ms. Bakos has compiled a list of museums and other destinations that offer family passes that can be purchased by libraries and loaned to borrowers. The list will be given to the Foundation to consider for their support for a one year trial.

PUBLIC HEARING: No one spoke.

EXECUTIVE SESSION: No session needed.

ADJOURNMENT: Naomi Rizzuti made a motion to adjourn. Linda Nessenson seconded the motion; all agreed and the meeting adjourned at 8:17 PM.