

BOARD OF TRUSTEES Free Public Library of Berkeley Heights
March 12, 2012
Prepared: March 15, 2012
Approved:

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 Karin Miller at 7:30PM.

PRESENT: Naomi Rizzuti, Hope Danzis, Karin Miller, Leslie Kaltenbach, Judith Rattner, Sheila Buthe.
ABSENT: Joseph Bruno.
ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director.

EXECUTIVE SESSION: Negotiation for professional services, attorney, to be discussed: Hope Danzis made a motion to go into Executive Session. Leslie Kaltenbach seconded the motion and it passed unanimously. Leslie Kaltenbach made a motion to come out of Executive Session, Sheila Buthe seconded the motion and it passed unanimously. No action was taken.

SECRETARY'S REPORT: Naomi Rizzuti made a motion to approve the Minutes of the Special Meeting of February 6, 2012. Hope Danzis seconded and it passed unanimously. Hope Danzis made a motion to approve the Minutes of the February 13, 2012. Sheila Buthe seconded the motion and it passed unanimously.

TREASURER'S REPORT: The \$36,000 balance of the insurance reimbursement for 2011 is in the 2011 municipal transfer list but has not yet been received. The first quarter payment for 2012 has not yet been received. The Director will write to the Administrator concerning a schedule for payments.

EXECUTIVE SESSION: Negotiation for professional services, attorney, to be discussed: Karin Miller called for a motion Judith Rattner made a motion to go into Executive Session and it passed unanimously. Karin Miller called for a motion to come out of Executive Session. Judith Rattner made a motion to come out of Executive Session and it passed unanimously. No action was taken.

EXECUTIVE SESSION: Negotiation for professional services, attorney, to be discussed: Hope Danzis made a motion to go into Executive Session. Naomi Rizzuti seconded the motion and it passed unanimously. Leslie Kaltenbach made a motion to come out of Executive Session and it passed unanimously. No action was taken.

Karin Miller made a motion to accept Eugene Hwang of Wiley, Manhorn, Sirota and Raynes as attorney for the library. Sheila Buthe seconded the motion and it passed unanimously.

CORRESPONDENCE AND GIFTS- Letter from the Municipal Attorney stating that the municipal attorney is not retained by BHPL and cannot respond to a letter from the auditor.

BOARD REPORTS: The MUF Annual Meeting will be held on Wednesday, May 2nd at Hamilton Park Terrace. Karin Miller, Hope Danzis, Naomi Rizzuti and Sheila Buthe will attend. Other board members who plan to attend should notify Ms. Bakos as soon as possible.

CITIZEN HEARING ON AGENDA ITEMS: No one spoke.

DIRECTOR'S REPORT:

Circulation – Downloadable figures rose to over 400 circulations last month following a staff effort to hand sell the downloadables and the Boopsie app.

A recent article about EBook pricing collusion was distributed.

Building and Grounds – During the replacement of the heating and air conditioning units for the Meeting Room, it was discovered that two of the old circuit boxes are no longer functioning properly. Estimates were sought for the replacement of the fuse boxes. An additional outlet is also needed near the Meeting Room electrical closet. Karin Miller made a motion to hire Leib Electric to combine the two old boxes into one larger new box and install one electrical outlet. Leslie Kaltenbach seconded the motion and it passed unanimously.

Plumbing estimates are being solicited for the installation of an ejector pump on the janitor's sink and for a check valve on the water fountain. Estimates will be presented at the April meeting.

Other – Board members are urged to attend the town budget meeting on Tuesday, March 13 at 7pm. Ms. Bakos asked the Board to consider joining the Middlesex Regional Educational Services Cooperative by signing a resolution to join the voluntary Cooperative Pricing System that effects savings on goods and services. Karin Miller called for a motion to approve the resolution to join the Middlesex Regional Educational Services Cooperative. Leslie Kaltenbach seconded the motion and it passed unanimously.

Handout to board – An article concerning confidentiality of public records was distributed.

The library received \$424.80 through a LibraryLink contract to be used to advertise access to our website through the Boopsie app.

Foundation- The next meeting is scheduled for Monday, March 26th at 7:30pm.

Marketing- Hope Danzis will determine a date for an open house reception to be held in the library.

MAYOR'S REPORT: no report

OLD BUSINESS: No old business.

NEW BUSINESS: No new business. Noting that the first quarter will soon be over, Sheila Buthe asked that the Board be notified when the first quarter payment has been received from town.

PUBLIC HEARING: No one spoke.

EXECUTIVE SESSION: See above.

ADJOURNMENT: Hope Danzis made a motion to adjourn at 9:00 PM, and all agreed.