

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

March 11, 2013

Prepared: March 13, 2013

Approved: April 8, 2013

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In accordance with the Open Public Meetings Act, this meeting was advertised by legal notices in the Star Ledger and Courier News. Notice was also posted in the Library and Town Hall at least 48 hours in advance.

The meeting was called to order by Sheila Buthe at 7:34 PM.

PRESENT: Naomi Rizzuti, Hope Danzis, Karin Miller, Joseph Bruno, Sheila Buthe, Leslie Kaltenbach.

ABSENT: Judith Rattner.

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

SECRETARY'S REPORT- Leslie Kaltenbach made a motion to approve the Minutes of February 11, 2013 Joseph Bruno seconded and it passed unanimously.

TREASURER'S REPORT- Income of \$91,000 is the remainder of money from 2012. The first 2013 payment is due at the end of March.

CORRESPONDENCE AND GIFTS – Memorial donations for Vivette Pilloton – a donation was received from Hope and Alan Danzis. The donations are being used to buy gardening books.

The annual letter from Governor Christie focused on the effects of Hurricane Sandy. State funding will remain flat, not go down, so the state funded data bases should be safe.

BOARD REPORTS – None were given.

CITIZEN HEARING ON AGENDA ITEMS: No one spoke.

DIRECTOR'S REPORT

Circulation – Down loadable circulations remained high at 690. Signs will soon be posted promoting the use of Zinio for access to downloadable magazines.

Building and Grounds – A list was distributed of DPW services supplied to the library in 2012 and early 2013.

Other- Tango program- A portable dance floor has been rented for April 14 when Carolina Zokalski and Diego Di Falco will demonstrate and discuss Argentine tango in the Meeting Room.

On May 5<sup>th</sup> Rosie Battista, author of *Sleeping Naked After Forty: A Women's Inspirational, Motivational & Educational Guide to Extreme Self Care and Love*, will speak at the library.

Mobile device kit- The library will borrow a kit consisting of a Nook, Kindle and I pad from the State Library for the purpose of staff access for learning.

Project Graduation – The library will be a drop-off point for printer cartridges and dead cell phones.

A handout was distributed for *EveryoneOn*, a national campaign to promote digital literacy.

Foundation – No report

Marketing – Rotary project - the Director will be working with the Manager of Hilltop Bank on a project to make local businesses more familiar with BHPL resources.

Little Flower Update - Ideas and wishes for the future of the library were shared. Space for RFID check in, security gates, plentiful outlets, clear division of spaces, private study rooms for 2 to 6 people, built in projection equipment, staff work space, security cameras, a children's play space, community garden, electronic bulletin board, a technology MakerSpace as a co-operative venture, separate bathrooms for

children and adults, meeting room, a public coffee machine and perhaps a music room were among the suggestions.

MAYOR'S REPORT: Joseph Bruno reported that the appraisal reports have not yet been received, but discussions are anticipated to start in late May /early June with bids to follow. The Mayor spoke on the advantages to remodeling over new construction and said that ideas are being trimmed to keep down costs. He also spoke on local events including the first street festival to be held at Snyder and Springfield on June 30<sup>th</sup>.

Sheila Buthe read a letter from the library staff thanking the board for the pizza luncheon held to recognize their work during Hurricane Sandy.

OLD BUSINESS:

Little Flower Update- See Mayor's Report

Personnel Policy review (1-12) the first 12 pages were checked and ideas for revisions were made. Pages 13 – 25 will be reviewed in April.

NEW BUSINESS:

PUBLIC HEARING: No one spoke.

EXECUTIVE SESSION: No session needed

ADJOURNMENT: Hope Danzis made a motion to adjourn at 8:33 PM, Joseph Bruno seconded the motion and all agreed.