

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

November 11, 2013

Prepared: November 13, 2013

Approved: December 9, 2013

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In accordance with the Open Public Meetings Act, this meeting was contained in the annual list of dates in 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 7:36 PM.

PRESENT: Sheila Buthe, Leslie Kaltenbach, Karin Miller, Naomi Rizzuti.

ABSENT: Judith Rattner, Joseph Bruno, Hope Danzis.

ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director, Kevin Hall, Town Council President, at the invitation of the Board.

Sheila Buthe made a motion at 7:44 pm to change the agenda order and go into Executive Session to discuss Facilities Contract Negotiations. Karin Miller seconded the motion and it passed unanimously.

Audience member Thomas Foregger objected to the purpose of the session. After discussion with Council President Hall, Mr. Foregger left the Meeting Room.

Karin Miller made a motion to come out of Executive Session. Leslie Kaltenbach seconded the motion and it passed unanimously. The session ended at 8:36 pm. No action was taken. Mr. Hall left the meeting.

SECRETARY'S REPORT- Karin Miller made a motion to approve the Minutes of October 21, 2013. Naomi Rizzuti seconded the motion and it passed unanimously.

TREASURER'S REPORT -

Void checks - Karin Miller made a motion to cancel checks # 5932 and #5863. Sheila Buthe seconded the motion and it passed unanimously.

Following a budget overview, Leslie Kaltenbach made a motion to amend the 2013 budget categories for Telephone and Building, a total adjustment of \$ 1,050. Karin Miller seconded the motion and it passed unanimously. (Attached)

CORRESPONDENCE AND GIFTS- None reported.

BOARD REPORTS – Naomi Rizzuti reported that she and Ms. Bakos attended the MUF Fall Meeting on November 4. Bernards Township is working on a Marketing Plan and HVAC replacement; Bernardsville is interviewing for a new Director and has begun an ESL program; Chatham has a new Director and is working on a Teen room; Long Hill raised \$44,000 after being given a \$25,000 matching grant; Madison is working on an HVAC project and an engineering study is in progress; Morristown participated in the Morristown Festival of

Books, work is being done on the façade meeting attendees were given a tour of the newly renovated library; New Providence has a new children's librarian, hopes to have a new website by year's end and is getting the windows replaced; Summit did a customer service survey and has had several concerts.

CITIZEN HEARING ON AGENDA ITEMS: No one spoke

DIRECTOR'S REPORT

Circulation – The Downloadable circulation remained steady at 918.

Building and Grounds- Nothing to report.

Other- Ms. Bakos and Anne De Furia have been experimenting with the new LibraryAware service.

Part-time cataloger Laurel Gould will be leaving after 10 years of service. A replacement is being sought for 10 hours per week.

Foundation – Nothing to report

Marketing – Nothing to report

MAYOR'S REPORT: No report was given.

OLD BUSINESS:

By-Laws – final approval – A vote on adoption was tabled until the December meeting.

Financial procedures- ALA/NJ State Library Webinar – Ms. Bakos will email the webinar link to Board members so that they may participate in the webinar from home.

PUBLIC HEARING- Thomas Foregger of 14 Dorset Road identified himself as Homer Simpson and asked for the names of Board members present at the meeting.

ADJOURNMENT: Leslie Kaltenbach made a motion to adjourn. Karin Miller seconded the motion and all agreed. The meeting adjourned at 9: 00 PM