

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

September 8, 2014

Prepared: September 11, 2014

Approved: October 13, 2014

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In accordance with the Open Public Meetings Act, this meeting was included in the annual meeting notice published 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 Leslie Kaltenbach at 7:35 PM.

PRESENT: Hope Danzis, Karin Miller, Judith Rattner, Leslie Kaltenbach, Joseph Bruno, Naomi Rizzuti.

ABSENT: Sheila Buthe.

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

SECRETARY'S REPORT- Karin Miller made a motion to accept the minutes of August 19, 2014. Joseph Bruno seconded and the motion passed unanimously.

TREASURER'S REPORT-

The third quarter payment from the Town has not yet been received. The August bill list was passed around. Leslie Kaltenbach made a motion to accept the August 2014 report. Karin Miller seconded the motion and all agreed. Karin Miller made a motion to cancel check 6282, seconded by Hope Danizis, and approved.

CORRESPONDENCE AND GIFTS – Maggie Gonzales, a Berkeley Heights resident, donated \$25.00 to the library.

BOARD REPORTS – All Board members are invited to attend the LUCC Reception at the Clark Library on October 1 from 6:30 – 8:30 pm.

CITIZEN HEARING ON AGENDA ITEMS (name and address) - No one spoke.

DIRECTOR'S REPORT

Circulation – There was a dip in total circulation and a rise in downloadable e-books to a new high of 1,050.

Building and Grounds – Di Fonzo Fence repaired a support beam and several slats in the fence.

Other- Date of October meeting- Ms. Bakos proposed that the next Board meeting be rescheduled from the October 20<sup>th</sup> to October 13<sup>th</sup> to avoid conflict with a scheduled special public hearing. If a potential quorum is possible, the meeting date will change. BHPL has been approached by Primrose School to serve as a secondary evacuation site. Ms. Bakos will bring a written request to the October meeting.

Audit questions- Naomi Rizzuti found several minor errors in the audit (wrong year in heading, mistake in Board officers). The Director will forward the information to the auditor.

Council Monday Meetings – The schedule of upcoming special public hearings about the transfer of property and redevelopment of the municipal complex was distributed.

EXECUTIVE SESSION: Hope Danzis called for a motion to go into Executive Session. Leslie Kaltenbach read the resolution to go into Executive Session for Facilities Contract Negotiation: Municipal Land swap. Joseph Bruno made a motion to enter Executive Session; Karin Miller seconded and it passed unanimously at 7: 51 PM. Resolution (Attached)

Karin Miller made a motion to come out of Executive Session; Hope Danzis seconded the motion and it passed unanimously. No action was taken.

MAYOR'S REPORT- Joseph Bruno reported on the progress of downtown development and said that the search for a new administrator is in early stages.

OLD BUSINESS

NEW BUSINESS

Update Interlibrary Loan Policy; Statement concerning donations; Update proctoring policy - Copies of suggested changes to of each of the three policies were distributed. Tabled for discussion and vote in October.

PUBLIC HEARING: No one spoke.

ADJOURNMENT: Leslie Kaltenbach a motion to adjourn; Joseph Bruno seconded and the meeting was adjourned at 8:39 PM and all agreed.