

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

June 8, 2015

Prepared: June 11, 2015

Approved: July 13, 2015

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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 7:36 PM.

PRESENT: Karin Miller, Raquel Fruchter, Naomi Rizzuti, Linda Nessenson, Sheila Buthe.

ABSENT: Judith Rattner, Robert Woodruff.

ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director, Tech Librarian, Robert Nealon.

SECRETARY'S REPORT- Raquel Fruchter made a motion to accept the minutes of May 11, 2015. Linda Nessenson seconded the motion and it passed unanimously.

TREASURER'S REPORT- The report for May was received.

CORRESPONDENCE AND GIFTS – The Woman's Club of Berkeley Heights donated \$ 500. Stephanie Bakos and Magdalen Wu attended the 60<sup>th</sup> Anniversary celebration.

BOARD REPORTS – No reports

CITIZEN HEARING ON AGENDA ITEMS- No one spoke.

DIRECTOR'S REPORT

Circulation- The circulation of downloadable books continues to rise. Volunteers from L'Oreal will be helping with the weeding project on June 12.

Building and Grounds- Two air conditioning units were installed on the lower level and need just one small electrical fix to be approved for operation.

Other- Council Presentation at 7:00 on June 16<sup>th</sup> at GL – Planner Mike Mastretta and Architect, Jim Ramentol will present.

[Sheila Buthe arrived at this point]

Auditor- Tim Vrabel and his team worked on the 2014 audit.

Tech Librarian Robert Nealon addressed the Board on the need to overhaul our outdated LINUX system and replace all computers used by the public for Internet access. Hardware and software for the proposed upgrade would cost an estimated \$21, 461.09. After discussion, Sheila Buthe made a motion that the plan for replacing all public access computers and moving to a Microsoft environment, as proposed by Robert Nealon, be approved pending a review by Matt Mrowicki, providing there be no substantial changes and the cost not be over \$25,000. Naomi Rizzuti seconded the motion and it passed unanimously.

Foundation – Ms. Bakos met with Marcella Gencarelli to work on choosing a speaker for the evening reception for local businesses and non-profits, with the date to be set.

Marketing – The library participated in the Rotary sponsored Rubber Ducky Day on May 30, and at Healthy Kids Day sponsored by the YMCA sponsored at the community pool on June 7.

LIAISON’S REPORT- No report.

OLD BUSINESS –Rules of Conduct- After the Board reviewed the proposed Rules of Conduct and Policy on Library Use by Young People, Naomi Rizzuti made a motion to adopt the policies as modified. Karin Miller seconded the motion and it passed unanimously.

NEW BUSINESS -

Computer upgrades – see above.

July and August meetings – The Board will meet on the scheduled date in July. If needed, an August meeting will be held.

Other- Magdalen Wu, Head of Circulation, will retire at the end of September after 25 years of service.

PUBLIC HEARING- No one spoke.

EXECUTIVE SESSION- No session needed.

ADJOURNMENT- Raquel Fruchter made a motion to adjourn. Linda Nessenson seconded the motion; all agreed and the meeting adjourned at 8:36 PM.