

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

May 9, 2016

Prepared: May 11, 2016

Approved: June 20, 2016

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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 Linda Nessenson at 7:34 PM.

PRESENT: Linda Nessenson, Raquel Fruchter, Naomi Rizzuti, Sheila Buthe, Marc Faecher (Town Councilman), Kevin Hall (appointed by Executive order to serve as an aide on the Municipal Land Transaction project), Anthony Iovino (architect).

ABSENT: Karin Miller, Robert Woodruff, Judith Rattner

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

EXECUTIVE SESSION – Contract Negotiations/Land Acquisition/Lease-New Municipal Complex – Linda Nessenson called for an Executive Session and all agreed. L. Nessenson read the Statement for facility contract negotiations and Executive Session was entered at 7:40 pm. L. Nessenson made a motion to come out of Executive session at 8:24 pm, S. Buthe seconded the motion and it passed unanimously. No action was taken.

SECRETARY’S REPORT- With only two Board members present who had attended the April 18, 2016 meeting, approval of the Minutes was tabled.

TREASURER’S REPORT- first quarter - L. Nessenson made a motion to accept the corrected Treasurer’s Report for March 2016 and the report for the April 2016. R. Fruchter seconded the motion and it passed unanimously.

CORRESPONDENCE AND GIFTS- None received.

BOARD REPORTS- N. Rizzuti reported that she, K. Miller and S. Bakos attended the MUF dinner on May 4<sup>th</sup>. Bernards Township has reorganized space to include teen, technology and quiet spaces. A part time graphic art/marketing position has been created. Bernardsville has upgraded Wi-Fi, held a Makers Day and completed an ESL program. Chatham is running a 4 program series of adult education programs and has been using lawn signs in 10 locations to publicize library events. Long Hill has hired a new Director. Madison is in the final stage of refurbishing the lobby, picture book room and staff room and will host a “touch-a-truck event in June. Morristown continues work on the façade and has held a teen “Chat and Chew” with pizza, and a concert to celebrate Sinatra’s birthday. New Providence has a new children’s librarian a Sunday concerts sponsored by the Friends group. Summit’s children’s room has been renovated, a rain garden will be added and the HVAC and roof are being worked on.

CITIZEN’S HEARING ON AGENDA ITEMS- No one spoke.

DIRECTOR’S REPORT

Circulation- Circulation continues its slow rise. Hoopla downloads of comic books, music, and movies are rising. Building and Grounds- Potholes in the exit drive have not yet been repaired.

Other- Shakespeare in the Park(ing) Lot; hours on June 22, 25, 26, 29 – Ms. Bakos recommended that the summer practice of closing at 5 pm on Wednesdays and all day on Sundays begin on June 22 after the public schools have Closed for the summer. All agreed.

The title of the play and available dates have not yet been announced.

Foundation – No report.

Marketing - No report.

MAYOR'S REPORT: No report.

OLD BUSINESS: Unicom Stabilization Report- next steps- Bakos presented the Quote/Work Plan prepared by Unicom. Work on Compulsory Items has already begun and include stabilization and enhancement items such as a new firewall, replacement of obsolete software and hardware, new Wi-Fi, power and UPS items, TLC upgrade and system backup(\$14,0 00). Non-Compulsory include reworking network cabling at the Circulation desk and replacing a network switch (\$1040). Linda Nessenson made a motion to approve all compulsory and noncompulsory Work Plan 2350 items. Raquel Fruchter seconded the motion and it passed unanimously.

NEW BUSINESS: Bakos has contacted attorney Eugene Huang who will arrange a sit down with Joe Cerdillo to Discuss agreement between Library and Township.

Bakos suggested one solution for solving the problem of requests for short term exhibit space by non- profits might be eased by setting aside a two-month period every year just for this purpose. During discussion, individual Board members expressed their opinions that the current policy is sufficient.

P UBLIC HEARING: No one spoke.

EXECUTIVE SESSION: see above

ADJOURNMENT: N. Rizzuti made a motion to adjourn; S. Buthe seconded the motion and all agreed. The meeting adjourned at 9:06 pm.