

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

August 8, 2016

Prepared: August 9, 2016

Approved: October 10, 2016 as amended

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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 Linda Nessenson at 7:33 PM.

PRESENT: Judith Rattner, Linda Nessenson, Naomi Rizzuti, Karin Miller.

ABSENT: Robert Woodruff, Raquel Fruchter, and Sheila Buthe.

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

SECRETARY'S REPORT- The Minutes of April 18, 2016 were approved following a motion made by Nessenson and seconded by Miller. Rizzuti abstained. With only two Board members present who had attended the June 20, 2016 meeting, approval of the Minutes was tabled.

TREASURER'S REPORT- Nessenson made a motion to cancel checks 6796 for \$265.77 and 7095 for \$4,242.86. Miller seconded the motion and all agreed. Two quarterly municipal payments were deposited in June.

CORRESPONDENCE AND GIFTS – Rotary Club of New Jersey donated \$100. Marc Levine donated *The Heart of Hell* by Mitch Weiss.

BOARD REPORTS- The State Library Trustee Institute has accepted Bakos, Nessenson and Rizzuti as attendees at Re-envisioning the Future, to be held on September 10 at the National Conference Center of East Windsor.

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

DIRECTOR'S REPORT

Circulation- Circulation statistics for June and July were distributed.

Building and Grounds- Supreme Security Systems will be working on the fire alarm panel after the latest false alarm caused by an unused zone.

Other- Disaster planning and Community Resiliency- Bakos attended; Union County Grant award will be announced at the Freeholders' meeting on August 18, Miller, Bakos and Fuhro will attend; Shakespeare in the Parking Lot will be held on August 12<sup>th</sup> at 7:00.

Foundation – Lavinia Boxill will no longer be President of the Foundation.

Marketing - No report.

LIAISON'S REPORT: No report.

OLD BUSINESS: Stabilization Progress-TLC progress- Unicom has come to an agreement with TLC to install the server recommended by TLC. Nessenson made a motion to approve purchase of the server from TLC in an amount not to exceed \$7, 791.00. Miller seconded the motion and it passed unanimously.

NEW BUSINESS: New Municipal Complex – Redevelopment Plan for 290 Plainfield Avenue will be introduced on August 9<sup>th</sup>, submitted to the Planning Board, and public hearing is scheduled on September 20<sup>th</sup>.

After 15 years as a part time circulation assistant, Elaine Scull will be leaving the library on November 1<sup>st</sup>. Her hours include 1 evening, 2 full Saturdays, 2 Sundays and one half Saturday every month, split between the upper and lower levels. Part time assistant Jean Feely has accepted a fulltime teaching position and will be working

reduced hours starting in September. After discussion, Rattner made a motion that a Part Time Library Assistant be hired at \$14.41 per hour. Nessenson seconded the motion and it passed unanimously.

Board members reported on new ideas and inspirations found at recently visited libraries.

PUBLIC HEARING: No one spoke.

EXECUTIVE SESSION: No session held

ADJOURNMENT: Nessenson made a motion to adjourn. Rattner seconded the motion and all agreed. The meeting adjourned at 8:15 pm.