

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

April 17, 2017

Prepared: April 18, 2017

Approved: May 8, 2017

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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. This meeting was contained on the list approved at the Reorganization Meeting.

The meeting was called to order by Sheila Buthe at 7:38 PM.

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

ABSENT: Judith Rattner, Donna Boyd, Mayor Robert Woodruff.

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

SECRETARY'S REPORT: The following amendments to the Secretary's Draft Minutes for March 21, 2017 were called for after discussion : under SECRETARY'S REPORT the third and fourth sets of Executive Session Minutes passed should be dated October 19, 2015 and November 9, 2015, not 2017. Fruchter noted that under Public Hearing part of the first question and the Board's response to that question were incomplete. After checking the tape, the passage was amended to read " Tom Maciejewski asked if the Mayor is still a member of the library Board, had he ever attended a Library Board meeting and has he appointed a representative? (Response – The Mayor is a member of the Library Board by law. He has not regularly attended meetings, and has not appointed a representative) "

Under Executive Session the record should show that Linda (not Sheila) Nessenson seconded the motion to come out of Executive Session. Nessenson motioned to approve the minutes of March 20, 2017 as amended. Fruchter seconded the motion and it passed unanimously.

TREASURER'S REPORT: No payments for 2017 have yet been received from the Town.

CORRESPONDENCE AND GIFTS: A special gift was presented by a little girl who poured her saved pennies into the coin jar at the front desk, raising the level by several inches.

BOARD REPORTS: Bakos reminded Board members that LUCC Legislative Breakfast will take place on May 19<sup>th</sup> in Cranford and the MUF dinner will take place on, May 4<sup>th</sup> at the Bernardsville Library.

CITIZEN HEARING ON AGENDA ITEMS: No citizens present.

DIRECTOR'S REPORT:

Circulation – Weeding continues with 1,200 items removed last month.

Building and Grounds- no report

Other – Shakespeare in the Park(ing Lot) – The Taming of the Shrew will be presented on Friday, July 21<sup>st</sup>.

Foundation – No report.

Marketing – Rubber Ducky- The Library will participate in the Rubber Ducky festival on Saturday, June 3<sup>rd</sup>.

LIAISON'S REPORT: No report.

OLD BUSINESS:

Policy for video recording meetings- A sample policy was discussed. No vote was taken.

NEW BUSINESS:

2017 Union County Grant for Children's Programming and Materials- BHPL will be asking for \$3,000-\$3,500 in grant money for the purchase of five Play Away Launch Pad tablets preloaded with learning apps for children, and for summer programs.

Periodical Subscriptions- The collection is being examined with the goal of paring the list of titles.

Buthe suggested that Bakos prepare a budget for the possible future. Bakos said that she would prepare budgets for two scenarios.

Buthe will ask contact who does computer training to contact Director.

**PUBLIC HEARING:** Tom Maciejewski (40 Ralph Place) asked if the Minutes of Executive Sessions taking place after December 2016 are ready for release. Bakos replied the executive minutes will be presented to the Board for approval in May. If OPRA'd, they will go to attorney for opinion. After questions about Union County Prosecutor's letter to Board, Bakos read the letter from Union County Prosecutor aloud. Maciejewski asked how many members constitute a quorum – answer is 4.

**EXECUTIVE SESSION-** as necessary- No session needed.

**ADJOURNMENT:** Nessenson made a motion to adjourn; Fruchter seconded the motion and all agreed. The meeting adjourned at 8:24 PM.