

Free Public Library of Berkeley Heights  
Board of Trustees  
September 9, 2019  
Prepared: September 20, 2019  
Approved: October 14, 2019

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Adequate notice of this meeting has been provided by posting same on the bulletin board at Town Hall and Library 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 Ann Bunyaner at 7:07PM.

PRESENT: Ann Bunyaner, Linda Nessenson, Donna Boyd, Diane O'Halloran, Sheila Buthe, Mayor Angie Devanney

ABSENT: Superintendent Varley or alternate

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

SECRETARY'S REPORT – Nessenson moved to accept the Minutes of August 19, 2019. Bunyaner seconded the motion and it passed with Devanney abstaining.

TREASURER'S REPORT – Head of Circulation, Ann Marie Siczka has renewed the effort to contact patrons who have not reclaimed their \$10.00 deposits from the defunct Circuit Video service. All but one of the 27 recent refunds have been donated to the Library.

Bunyaner said that she put a Stop Check order in for check # 8383, which was mailed to the wrong address. Boyd moved that check #8383 be cancelled. O'Halloran seconded and all agreed.

BOARD UPDATES - After hearing from Stewart Fife of Library Interiors, Board members will visit libraries that Library Interiors furnished in Stewartsville and Belvidere.

CITIZEN HEARING ON AGENDA ITEMS- No citizens present.

Bunyaner suggested that the Mayor's Report be moved up in the agenda and all agreed.

MAYOR'S REPORT- Devanney reported that a letter was sent to the State Librarian concerning eligibility for the New Jersey Library Construction Bond grant. A copy was sent to the Governor's office. Devanney also met with Senator Kean who suggested searching for and teaming with another New Jersey library in a similar stage of construction. No other such library has been identified. A short discussion about the progress of library construction and furnishing followed.

Devanney left the meeting at this point.

DIRECTOR'S REPORT-

Circulation – Circulation through OverDrive and Hoopla continued to rise to new highs. Sixty two new borrowers joined the library last month; 125 children participated in the summer reading club; and 22 Teen Volunteers performed 255 hours of service.

Building and Grounds – The appearance of the front gardens was greatly improved after weeding by Hurricane Landscaping.

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Other- The LUCC Reception will be held on September 25, 6:30 pm at the Cranford Community Center. The main speaker will be motivational management expert, Rocky Romanella.

A letter posted by Lisa Poris on the Community Forum resulted in sixteen responses from people interested in starting a new Foundation. Bakos will post the letter on Facebook and plans to meet with Poris to discuss future plans.

MAYOR'S REPORT – See above.

**BOARD REPORTS-**

Facilities – See Mayor's Report.

Strategic Plan- Nessenson will update the Space Plan and send drafts to Board members to review.

Marketing – Tabled until October

Foundation- The possibility of tote bags with the Foundation logo was discussed.

NEW BUSINESS- None.

OLD BUSINESS- None

PUBLIC HEARING- No citizens present.

EXECUTIVE SESSION- Not necessary.

ADJOURNMENT- Bunyaner made a motion to adjourn at 7:52 pm. O'Halloran seconded the motion and it passed unanimously.