

## Hillsdale Free Public Library

Board of Trustees

May 13, 2013

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In attendance were: Barbara Braun, Douglas Frank, Warren Harris, Robert Heyliger, Joanne Miano, Guy Mulé, Kathleen Scordato, Barbara Wertheim

Also present: David Franz, Director of the Library

Excused: Allen Saslowsky

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Mr. Harris, President, called to order a meeting of the Trustees of the Free Public Library of Hillsdale, Bergen County, New Jersey. Notice of this meeting was transmitted to the newspaper of record, filed with the Borough Clerk, and posted on the Library's website and bulletin board, in accordance with the Open Public Meeting's Law.

The meeting was called to order at 7:33 PM. The Board reviewed the April minutes. Ms. Braun made a motion to accept the April minutes, Ms. Scordato seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Harris: Mr. Harris said that there is no news on the Woodcliff Lake proposed membership fee. He extended congratulations to Mr. Franz and the Library staff for being awarded the Public Relations Award from the New Jersey Library Association. The staff enjoys creating the catchy signage outside the Library. Ms. Wertheim spoke about the e-blast and she said that the Hillsdale Library is more than just a Library, it is a focal point for the town. Patrons are attracted to the rotating art exhibits and exhibit cases, the variety of movies, events and children's programming. The *Think It, Make It, Share It* was also highly rated. Mr. Harris commended Mr. Franz on promoting the Wendy's fundraiser and the upcoming ice cream event.

Treasurer's Report: Mr. Mulé: The Library is fiscally sound and the checks have been signed.

Director's Report: Mr. Franz:

- ✚ The Library is hosting a used book sale the weekend of June 15th.
- ✚ There will a fundraiser at The Iscreamery on June 12<sup>th</sup> between 5 PM – 7:30 PM. Hillsdale Library t-shirts will be awarded to the ten fastest eaters of banana splits!
- ✚ The Library will receive \$400 from a Bristol-Meyers settlement with New Jersey. The funds are to be spent on cancer related information.
- ✚ Four staff are going to the Book Expo of America, in NYC.
- ✚ The front porch has a periodic leak. Mr. Franz believes it is due to the reading room air conditioning failing to come on when the other rooms do. Perhaps it is condensation at that area. A service technician will be contacted.
- ✚ The lawn will be periodically fertilized. This has not been done in over 12 years.
- ✚ The Sun Dial Garden Club tends the flower bed.
- ✚ Three of the Library staff, who have Master's degrees, can proctor distance learning exams. We currently don't charge for this service. Councilman Frank asked how much time this takes. Staff don't have to be with the test taker, but they do monitor the student and time the test, usually lasting an hour to an hour and a half. Exams are mostly from TCNJ.
- ✚ Jonathan De Joseph said that we will have an approximate 25% yearly increase for five years for flood insurance. The newly installed flood panels do not mitigate any cost.

Councilman Frank said that we might get points for certain items i.e. training. It is a \$500,000 policy to cover the gap before the Joint Insurance Fund coverage kicks in.

Rules of Conduct: Mr. Franz noted comments made by the Borough attorney. Ms. Braun made a motion to accept the Rules of Conduct as revised by the Borough attorney, Mr. Mulé seconded. Unanimous vote of approval.

Museum Passes: Ms. Wertheim spoke about the proposed museum pass structure. Mr. Franz said that he didn't see any NJ policies that require a driver's license. Councilman Frank suggested waiting to see how this new structure plays out. A discussion ensued as to the return policy and contingencies for passes returned beyond the allotted time frame. Mr. Franz also discussed other questions. The program will proceed and adjustments to policy will be made if problems arise.

New Business:

- ✚ Mr. Franz reviewed the proposed mission statement and logo "*Pursue your passion*" and "*We help people pursue their passion*". Ms. Braun asked if anything distinguishes our Library. Mr. Franz said our library serves our community by fulfilling numerous goals and objectives. Councilman Frank clarified the difference between a slogan and a mission statement. Ms. Braun suggested that the mission statement lead us to the future and look at emerging trends. Revisions to the proposal were discussed at length.
- ✚ The Library budget was approved by the town council and it was not reduced to the 1/3 mil. As a result, there won't be any curtailment of service hours.
- ✚ Brian Wertheim will receive his Eagle Scout award this coming Sunday, May 19<sup>th</sup> at 2 PM at PV High School. His project focused on enhancing the exterior seating and planters on the Library patio.
- ✚ Mr. Franz inquired if members were able to march in the Memorial Day parade. Red, white and blue bucket hats with Hillsdale Library buttons will be distributed to youth prior to the event.

*The Friends:* No *Friends* were present.

The next Library Board meeting will be on June 10, 2013. Ms. Wertheim moved to adjourn the meeting, Mr. Mulé seconded. The meeting officially adjourned at 9:05 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary