

## Hillsdale Free Public Library

**Board of Trustees**

**January 13, 2014**

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*In attendance were: Barbara Braun, Douglas Frank, Warren Harris, Robert Heyliger, Guy Mulé, Allen Saslowsky, Kathleen Scordato, Barbara Wertheim*

*Also present: David Franz, Director of the Library*

*Excused: Joanne Miano*

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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 December minutes. Mr. Mulé made a motion to accept the December minutes, Mr. Saslowsky seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Harris: Mr. Harris extended a Happy New Year to all members. The Nominating Committee met and will share their slate of officers later in the meeting. The Library carried over increased revenues for Woodcliff Lake memberships. Renewals and memberships are approximately half of last year. Several new patrons signed up using the 'Seniors' discount. Mr. Harris is pleased with the new Zinio magazine service. Every BCCLS library will have its own log-in for statistics. 35 libraries are jointly paying for the top 100 magazine titles and an additional 3 titles are being paid for by Hillsdale. Each year, the magazines will be adjusted according to popularity and interest. This service is also available to WL patrons.

Treasurer's Report: Mr. Mulé: The Library is fiscally sound and the checks have been signed. The year finished in a good financial position. The MakerSpace contract was accepted. There has been a good carryover from the WL memberships into 2014, \$26,125.

Nominating Committee: Ms. Scordato said that the proposed slate of officers for 2014 would be: Ms. Barbara Braun, President, Mr. Warren Harris as Vice-President, Ms. Kathleen Scordato as Corresponding Secretary and Mr. Guy Mulé as Treasurer. Councilman Frank made a motion to accept this slate of officers, Ms. Wertheim seconded. Unanimous vote of approval for the slate of officers for 2014.

Director's Report: Mr. Franz:

- ✚ On page 4 of the budget, the net ordinary income of \$25,896.69 will be carried forward to 2014 for collection development. This is largely due to savings in utilities and monies above the budgeted amount from WL memberships.
- ✚ A donation box is located in the lobby for the collection of juvenile books for the elementary school classroom librarians. Mr. Saslowsky said that they are trying to build up the Hillsdale classroom libraries with leveled books.
- ✚ Laura Leonard was asked to co-chair the BCCLS Collection Development Committee. The e-books committee is folding into the Collection Development Committee. Tomorrow, Laura is presenting at the Parsippany Library on analog MakerSpace crafts.

- ✚ The Library gratefully acknowledges the gift of a donated 1926 \$5. note from Mr. Michael Miller. The bill was issued by the Hillsdale National Bank.
- ✚ Mr. Franz will be chairing the Reciprocity Task Force. The charge is to investigate and report upon inequalities in service among neighboring libraries and the measurable impact upon libraries that disproportionately serve non-residents. He will also serve on the search committee for a new BCCLS Executive Director.
- ✚ Since Mr. Franz has been Director of the Hillsdale Library, the hours of the Library have not changed.
- ✚ Hillsdale was one of 10 Libraries, out of 38 applications, to receive a MakerSpace grant for \$3,750. It is from the NJ State Library Association and the NJ State Library Cooperative. Laura will vacate her office to create a mini-makerspace. The space is small and is behind the circulation desk. There will be guidelines for the use of the materials in this room. New equipment, new software, and a 3-D printer, will be available to the general public. Mr. Franz will speak with the HS Tech. Department and perhaps use similar software that they are using. *The Friends* will help with some materials purchases. Laura will relocate to the 3<sup>rd</sup> floor and she will use a desk and files outside of Mr. Franz's office. Commercial shelving will be installed in the two closets in the meeting room for storage. Mr. Franz and Laura will take the lead on the MakerSpace activities. Protocols for safety, clear instructions, age requirements, and the use of tools such as a sewing machine, an embroidery machine, a scroll saw, and safety glasses will all be identified. Piscataway is a leading library in this initiative and Mr. Franz and Laura will look at their events. It will be launched before May. The Eagle Scout candidate, who works at the library part-time, will do his project coordinating this.
- ✚ Councilman Frank asked if the fines were increased and they were last week. Patrons were notified via email and signage in the Library. Automatic renewals may be coming with a new release of the software.
- ✚ The Annual Report will be available in February. That will be presented to the Borough Council when the budget hearings take place.
- ✚ There was a burst baseboard heater pipe which was fixed immediately by the plumber.
- ✚ The parking lot will be re-striped weather permitting.
- ✚ Mr. Frank noted that the back gate has been open and traffic has been going through there. Other staff and patrons observed speeding vehicles. It was designed only for fire truck access. Board members felt that it should be closed again with a master pass lock. Mr. Franz will request that it be closed.

New Business: Ms. Braun sincerely thanked Mr. Harris for his excellent three years as President. He, in turn, congratulated the new slate of officers. Mr. Harris encouraged all members to take leadership roles within the Board.

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

The next Library Board meeting will be on February 10, 2014. Mr. Harris moved to adjourn the meeting, Mr. Mulé seconded. The meeting officially adjourned at 8:23 PM.

Respectfully submitted,  
*Deirdre Danaher*  
 Recording Secretary