

## Hillsdale Free Public Library

Board of Trustees

October 20, 2014

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

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

*Excused:*

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Ms. Braun, 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 7:32 PM. The Board reviewed the September minutes. Mr. Harris made a motion to accept the September minutes, Mr. Mulé seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Braun:

- ❖ Ms. Braun noted how much we anticipated the existing priority list. We had the boiler challenge, and there will be unplanned budget needs in the future. Mr. Franz has a ranked order of priority items that will need replacement/repair going forward. The hot water heater was replaced today.
- ❖ She thanked Warren and Barbara for volunteering for Hillsdale Day which got washed out. Some of the planned activities could possibly be done in the Library in the near future. Sean Smith was going to come with his second book. Perhaps we could invite him to speak about his second book with Hillsdale historic artifacts.
- ❖ Ms. Braun presented a Hillsdale t-shirt autographed by author Jodi Picoult to Mr. Franz. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Mr. Mulé: The Library is fiscally sound and the checks have been signed. Our operating account has approximately \$25,000. There were 7-8 new Woodcliff Lake memberships, but overall projections for WL are down. Mr. Mulé spoke about the ongoing lack of Library services in Woodcliff Lake.

Director's Report: Mr. Franz discussed his written report:

- ❖ The hot water heater failed today and it was replaced.
- ❖ Mr. Franz is re-launching the Maker Space and is demonstrating the 3-D printer again.
- ❖ There is a tentative Budget Orientation on Nov. 3<sup>rd</sup> with the new Borough CFO.
- ❖ BCCLS – Mr. Franz explained funding coming from association libraries and the 1/3 mil. West Orange has requested to join BCCLS.
- ❖ *The Friends* breakfast was held the beginning of October and was well attended.
- ❖ One staff member is tendering her resignation.

Mr. Franz discussed the 2015 proposed budget and delineated line items. An additional \$30,000 in municipal funding is required or any of the following may need to be implemented:

1. No increase in salaries and wages
2. Reduce staffing for Sunday hours
3. Reduce Saturday hours from 7 to 3
4. Reduce conferences and memberships
5. Further reduce expenditures on new items

A discussion ensued as to various budget scenarios. The major areas of concern are hours of operation and collection development. e-Books are BCCLS funded and \$175,000 from BCCLS is going into digital media next year. *Hoopla* will also be added next year. A question was asked about hard copy magazine circulations and it has remained flat with about 250 per month, even with Zinio added. Book circulation is pretty solid; e-book sales nationally have flattened out. 3,000 Hillsdale residents use their Library card at least once a year. Board members offered to be present with Mr. Franz at a meeting on Nov. 3<sup>rd</sup> with the new borough CFO. \$663,000 is the 2015 budget with a proposed reduction of \$30,000 somewhere. Mr. Franz has consistently managed a very tight budget. We historically (up until 2006) hadn't paid into flood insurance, liability insurance and a retiree's health insurance. In 2010, we were held to a 0% increase. We benefited from the Woodcliff Lake memberships income, but projections for that are lower. Mr. Mulé spoke highly of Mr. Franz's strong credibility and strong fiscal management. Mr. Franz asked all board members to give consideration to this proposed budget. The Library is open three nights a week, Monday, Tuesday, and Thursday.

Mr. Franz demonstrated a simple LED 'marble run' which he hopes to expand and run around the whole balcony area of the Library with various configurations. He will bring this to the Nov. 3<sup>rd</sup> meeting.

Ms. Miano said that we don't have a town community center and that the Library functions as a de facto community center with such a variety of activities for adults, Seniors, students coming here after-school, book talks, ESL, Maker Faire etc.

New Business: Ms. Braun and Mr. Franz drafted a letter to the DPW to arrange for the moving of the fence at the back end of the parking lot. Councilman Frank stated that what is proposed is running the gate across Hazelwood, which will make for an easier entrance for fire trucks and emergency vehicles.

*The Friends:* No one was present.

The next Library Board meeting will be on November 10, 2014. Ms. Wertheim moved to adjourn the meeting, Mr. Harris seconded. The meeting officially adjourned at 8:52 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary