

Hillsdale Free Public Library

Board of Trustees

May 9, 2016

In attendance were: Barbara Braun, Marie Hanlon, Warren Harris, Robert Heyliger, Barbara Wertheim

Also present: David Franz, Director of the Library

Excused: Zoltan Horvath, Abby Lundy, Joanne Miano, Allen Saslowsky, Kathleen Scordato

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 7:31 PM. The Board reviewed the April minutes. Ms. Hanlon made a motion to accept the April minutes, Mr. Harris seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Braun: She spoke about the Hillsdale Day and is requesting that some Trustees be at the Library table. Please email Mr. Franz of your availability.

Treasurer's Report: Mr. Franz spoke on behalf of the Treasurer who was excused this evening. The Library is fiscally sound. Mr. Franz' non-haircut fundraiser has raised over \$400! We received a check for \$200 from the Paskack Junior Women's Club for children's programming. The Library will receive a \$1,000 Innovation Award from the NJ State Library at the NJLA Conference.

Director's Report: Mr. Franz:

- ✚ The Library was power washed today by Koury Painting. It still needs some exterior painting and a pillar needs some concrete work.
- ✚ Mr. Franz has interviewed several candidates for Library vacancies.
- ✚ He is the Chair of the BCCLS Strategic Planning Committee; he has met with 5 sub-groups composed of library directors. They have been examining some of the concerns of the consortia for their overall strategic planning.
- ✚ Ms. Hanlon thanked him for the excellent program for the 50+ Club and their tour of the Library and services offered. She would like to repeat that yearly. There are approximately 2,500 Seniors in town; 35 Seniors attended this recent event which was extremely well received.
- ✚ Katherine Ennist will be receiving a BCCLS scholarship towards her MLS degree. She and Cindy are planning the summer reading programs. The schools gave permission to distribute paper flyers about these programs.
- ✚ BCCLS hired a digital services Librarian.

Policy Reviews

- ✚ Internet Use Policy: Mr. Franz reviewed the American Library Association recommendations in accordance with our policy. Board members felt that our policy was very clear. A motion was made to approve said policy by Ms. Wertheim, Mr. Heyliger seconded. Unanimous vote of approval.

✚ Board members agreed to wait until the next meeting to discuss the strategic plan.

Ms. Braun spoke about ATU studies – Awareness, Trial and Usage and suggested utilizing those constructs in developing our new town residents’ survey. For example, “What brings you here, why don’t you come here, what would bring you here?” The heart of the question is “What can we offer the community?” Mr. Franz said he would like to meet with his whole staff and discuss friction points. There are always requests for the study room and we only have two of them. The survey would be measuring awareness of the Library. Mr. Franz is approaching the strategic plan by how we can better meet the needs of those currently using the Library and identifying the needs of the community and how can the Library serve those needs. Some of those needs are being met, but not fully. Ms. Wertheim said we address needs but we should think creatively about re-appropriating existing space. Ms. Braun asked if there were differences between long-time residents and new residents.

Mr. Franz would like to host several focus groups. He said that during the evenings, we don’t have as much usage and we could consider shifting the opening hours. He shared the 2006 survey that had 10 questions with yes/no responses. Mr. Franz will draft a survey and send it out to Trustees for any feedback. This would be made available at Hillsdale Day.

Ms. Braun suggested inviting Sean Smith to host a table with historic information about Hillsdale at Town Day. Town Day is Saturday, June 11th from 1:00 – 5:00 PM.

Ms. Hanlon said that the River Vale Library hosts trips.

Ms. Hanlon suggested setting up a tree and having a holiday reading underneath it. Ms. Hanlon and Ms. Wertheim suggested hosting a holiday cookie event with recipes to share. Mr. Franz said that cookbooks, exercise and diet are the top three non-fiction genres borrowed.

Cindy and Children’s Room staff have noticed that the newer parents are not borrowing large amounts of books while their child/children are attending a Story Hour.

Ms. Hanlon suggesting installing a large canopy over the patio of the Children’s Room; Mr. Franz said that it would offer shade. Ms. Wertheim suggested a pergola.

New Business:

- ✚ Mr. Franz distributed the Financial Statements Audit ending December 31, 2015. Garbarini conducted the audit and there were no findings.
- ✚ The fencing around the dumpsters is done.
- ✚ Mr. Gary Weir from *The Friends* will be organizing our annual Summer Film Festival.
- ✚ A stress management workshop will be held next Monday at 7 PM. A representative from Valley Hospital is the guest speaker.
- ✚ Next week, an actor will be doing a reenactment of Abraham Lincoln.

The next Library Board meeting will be on June 13, 2016. Ms. Hanlon moved to adjourn the meeting, seconded by Ms. Wertheim. The meeting officially adjourned at 8:36 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary