

# Hillsdale Free Public Library

**Board of Trustees**

**March 13, 2017**

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*In attendance were: Barbara Braun, Warren Harris, Robert Heyliger, Zoltan Horvath, Barbara Wertheim*  
*Also present: David Franz, Director of the Library, Abby Lundy, Liaison to the Council*  
*Excused: Mayor Douglas Frank, Marie Hanlon, Joanne Miano, Allen Saslowsky, Kathleen Scordato*

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Mr. Horvath, 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 7:40 PM. The Board reviewed the February minutes. Mr. Harris made a motion to accept the February minutes, Ms. Wertheim seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Horvath: He deferred his comments to the general meeting.

Treasurer's Report: Ms. Miano was excused this evening. Mr. Franz reported the following:

- ❖ Mr. Franz closed out the secondary TD Bank account. Half was transferred to the operating account. The other half was transferred to NJ Cash Management which earned interest.
- ❖ Garbarini & Co. audit results of February 18, 2017 stated that all Hillsdale Library financials were in order. No findings.
- ❖ The director's laptop was replaced.
- ❖ The budget request to the borough was adjusted to reflect the reduced charge for the Flood insurance policy. This reduced rate is dependent upon a high deductible \$25k building / \$25k contents.

Director's Report: Mr. Franz:

- The lighting company sub-contractor is Unique Electric. The emergency lights were not flagged on Lime Energy's report, so the installation is delayed until the appropriate ballasts are ordered. Mr. Franz is trying to reduce the number of nightlights (they are automatic). Mr. Horvath asked could if they be put on motion detectors. Some of the offices will be put onto motion detectors. The Library does have motion sensor alarms and they go to a security service. The Library pays a standard yearly monitoring fee for that service.
- The cleaning service is satisfactory.
- Mr. Franz is waiting for the Council's budget to be finalized in order to proceed with the installation of carpeting required to address the failing carpet areas. He is recommending that the Board consider supplementing the project, funding the remainder of the main floor.
- He has two estimates for the boiler replacement.
- NJ Makers Day will be on Saturday, March 25<sup>th</sup>. There will be a number of activities throughout the day. The Hudson Valley WoodTurners will be demonstrating in the meeting room. The very popular wind tunnel is returning; other engaging ideas include kaleidoscopes. There are a number of student entries from Smith School. There will be a potter, too. Manufacturing Talk Radio will be broadcasting here that day. There are 300 sites across NJ including libraries, school systems, and some maker spaces all participating that day. The Wednesday Maker Spaces are nearing completion.

- Mr. Franz will be moderating 7 small group meetings regarding the BCCLS billing formula.
- Rochelle Park was found to be in violation of the BCCLS by-laws; Mr. Franz explained the ramifications thereof.
- All of the digital books available through eBCCLS will be collapsed into one platform by June.
- He will be working on staff development for our Library staff.
- The Library made a donation to HBSA, so the Library will have a banner at Memorial Field for the upcoming sports season.
- Mr. Franz spoke with Mr. Weir from *The Friends* about purchasing two flat screen TVs, one in the meeting room and a small one by the used books. Installation by the used book area would require lower bookcases.

New Business: No new business

*The Friends:* No one was present.

The next Library Board meeting will be on April 17, 2017. Ms. Wertheim moved to adjourn the meeting, seconded by Mr. Heyliger. The meeting officially adjourned at 8:20 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary