

Hillsdale Free Public Library

Board of Trustees

May 8, 2017

In attendance were: Barbara Braun, Marie Hanlon, Warren Harris, Robert Heyliger, Zoltan Horvath, Joanne Miano, Alan Saslowsky, Kathleen Scordato

Also present: David Franz, Director of the Library, Abby Lundy, Liaison to the Council

Excused: Mayor Douglas Frank, Barbara Wertheim

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 7:30 PM. The Board reviewed the April minutes. Ms. Hanlon 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. Horvath: He thanked Mr. Franz for his strong leadership. He deferred the rest of his comments to the general meeting.

Treasurer's Report: Ms. Miano was slightly late. Mr. Franz stated that the Library is fiscally sound. We are within \$1,000 of our budget for collection development. There was a slight adjustment to the electric bill; invoicing will be corrected shortly.

Director's Report: Mr. Franz:

- ❖ Circulation is still down. Mr. Franz distributed a chart of circulation trends from 2013 – 2016 for all BCCLS Libraries. Mr. Horvath asked if other BCCLS libraries discuss these trends and to be noted, these trends are similar across many libraries. Media circulation has been affected the most. Mr. Franz would like to revisit an initiative called "1,000 Books Before Kindergarten". Hillsdale parents of newborns will be offered a personalized canvas bookbag to encourage them to read to their children.
- ❖ TJ Pest Control completed a termite treatment in the lower lobby last Thursday.
- ❖ New bookcases were purchased to replace the old ones for the used books and they will be assembled tomorrow. The electrician will be coming tomorrow to install wiring for the new flat screen TV for public announcements over those bookcases and a large one in the conference room. The TVs are generous gifts from *The Friends* dedicated fundraising.
- ❖ Adult programming – the Wellness Program was cancelled by the presenter.
- ❖ Adult Programming Coordinator – Mr. Franz would like the Board's permission to create this position; this position would have to be built into the budget. Montvale created this position a number of years ago. Ms. Braun asked about where we advertise and our programs are listed in the town email blast, on the electronic board, and on our Library website. We will institute a registration process for any new programs.
- ❖ The Library's capital budget of \$63,000 passed last night.

- ❖ Mr. Horvath asked about the carpet cleaning over Memorial Day. It is a component of the Borough's contract. The Library would have to be closed for the entire weekend to allow the carpeting to dry. Mr. Franz will advertise the closure in advance. Mr. Horvath made a motion to agree to this full weekend closure, seconded by Ms. Hanlon. Unanimous vote of approval.
- ❖ Mr. Franz distributed the BCCLS budget for 2017. This is the proposed billing formula, which he explained in detail and cost analysis for Hillsdale. Our per capita is approximately \$3. The formula is designed to equalize towns based on their 1/3 mill and population size. E-services billing would be proportional to our population.
- ❖ The judge lifted the injunction against BCCLS. Services to Rochelle Park Library may be reduced.
- ❖ He discussed the BCCLS Strategic Plan. A System can only have a 'limited strategic plan' because we are actually 77 independent libraries agreeing to work together. Initiatives cannot be forced top down. The BCCLS Task Force created a Mission and Vision statement. Ms. Braun suggested using this strategic plan as the basis for the development of our Five Year Strategic Plan.
- ❖ IMLS (Institute for Museum and Library Service): \$400 million in the Federal budget is allocated to funding museum and library programs; Many of the State services and databases are dependent upon that funding. Mr. Franz will be sending out the list.
- ❖ Museum pass usage is steady.

The Friends: No one was present this evening. Donations are steadily coming in and thank you letters with a courtesy Oops or Coffee Card acknowledge those donations. The Giving Tree for donations will be installed in the near future.

New Business: No new business.

The next Library Board meeting will be on June 12, 2017. Ms. Braun moved to adjourn the meeting, seconded by Ms. Scordato. The meeting officially adjourned at 8:54 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary