

## Hillsdale Free Public Library

**Board of Trustees**

**October 16, 2017**

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

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

*Excused: Mayor John Ruocco, Allen Saslowsky, Kathleen Scordato*

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Robert Heyliger, Vice-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 7:37 PM. The Board reviewed the September minutes. Ms. Braun made a motion to accept the September minutes, Ms. Wertheim seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Heyliger spoke very positively about Hillsdale Day. Ms. Wertheim said it was well organized. Ms. Hanlon said that some people were not aware that there was a bus taking people from Stonybrook Pool to the event. Mr. Heyliger deferred the rest of his comments to the general meeting.

Ms. Hanlon said that the use of the museum passes is a cost saver. She enjoyed her visit to Grounds for Sculpture (Hamilton, NJ). Ms. Hanlon offered her slide show of this museum for the Library public electronic board.

Treasurer's Report: Ms. Miano stated that the Library is fiscally sound. On p. 4 of the budget report, under 'other income, the - 0 - should be replaced with the \$1,000 State Library Grant that was brought forward.

Director's Report: Mr. Franz:

- The President's seat is vacant and according to Library by-laws, it should be filled within 90 days. Ms. Hanlon nominated Ms. Braun, Ms. Wertheim seconded it. There were no other nominations from the floor. Mr. Heyliger called for a vote to nominate Ms. Braun. Unanimous vote of approval for Ms. Braun as Acting President for the next two months.
- Hannah Wolfe accepted the offer of the part-time library assistant.
- Mr. Franz attended the Mayoral Council meeting. An Eagle Scout project was approved, requiring the use of the Blue Acres lot adjoining the library and alongside the brook. Myron Theilmeier will create an demonstration park drawing attention to the use of native plants, shrubs and trees. There will be a walking path and a bench.
- Mr. Franz sent out a proposal from Reiner to replace circulator pumps – the boiler was installed.

- Tim Ennis, plumber, has replaced the circulator pumps at the library in the past; he will cost out two new pumps.
- The air handler in the attic is out of balance and shaking. DPW came to examine it and referred it out to a local contractor.
- If NJ State passes the Library Construction Bond, Mr. Franz will prepare paperwork for additional repairs.
- The elevator lights have been repaired.
- We are receiving more net lender funding from BCCLS than anticipated and the 2017 BCCLS billing is lower than budgeted.
- Chair Yoga had a good initial turnout.
- He attended a Library conference in Atlantic City. He said that the workshops were extremely worthwhile. One he highlighted was about '*things happening in a matter of days*'. Kevin Mitnick was another presenter, on digital identity theft. Dr. James Hughes, a professor from Rutgers, spoke about the changing demographic shifts across America. Libraries should pursue the opportunity to serve the retiring Baby Boomers who are turning 70, and still quite active.
- Mr. Franz discussed the new proposed budget, salaries and wages, materials budget at \$80,000. The budget reflects an additional municipal request \$31,110 over the previous fiscal year. Mr. Franz has been working with a flat budget for approximately ten years. He directed Board members to look at the flood memo and the part-time salaries memos. The Library has a fairly new flood wall along the brook as well as flood gates outside of the Children's Room. There might be a consideration for reducing our flood insurance policy premium. Mr. Harris said we have to consider what our risk is and the premium accordingly. FEMA underwrites all of our flood insurance. We don't know how the Woodcliff Lake Suez Water reservoir repair would mitigate any future possible floods. The last major flooding here was during Tropical Storm Floyd in 1999.
- He is asking Board members to review the entire proposed budget and it will be further discussed at the November meeting.
- If we were to save \$20,000-\$30,000 a year, the part-time salaries and wages should be considered. \$16.76 per hour is the borough's minimum, starting salary. He directed board members to look at comparable salaries and wages from other BCCLS libraries. Westwood is the closest comparison. Our circulation rate remains the highest in the Pascack Valley.
- Board members examined the 2018 proposed Library budget by line items. There is a savings with the monthly electricity usage using the new LED lights, but we are still paying for their installation. We may have future savings with the newly installed boiler. The BCCLS budget will be passed the end of October. The new billing formula did not affect Hillsdale significantly. There is a new lease for the photocopier. Programming funds are supplemented by *The Friends*.
- Maintenance remains at \$15,000. Disposal may increase. There will be a \$3,000 reduction in fines. Memberships are remaining status quo. Net lender reimbursement ties into the County Grant and the new billing formula from BCCLS. The net lender reimbursement is expected to be reduced accordingly.
- The carpet tile installation will start on November 6.
- The contract with Garbarini, auditors, was offered for the next two years at no increase in cost.
- The Borough Finance Committee is meeting on Nov. 2<sup>nd</sup> and Ms. Lundy will discuss the flood memo.

*The Friends*: Ms. Hanlon was representing *The Friends* this evening.

New Business: There was no new business.

The next Library Board meeting will be on November 13, 2017. Ms. Hanlon moved to adjourn the meeting, seconded by Mr. Harris. The meeting officially adjourned at 8:48 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary