

Hillsdale Free Public Library

Board of Trustees

December 10, 2014

In attendance were: Barbara Braun, Douglas Frank, Warren Harris, Robert Heyliger, Guy Mulé, Kathleen Scordato, Barbara Wertheim

Also present: David Franz, Director of the Library

Excused: Joanne Miano, Allen Saslowsky

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 November minutes. Councilman Frank made a motion to accept the November minutes, Mr. Mulé seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Braun:

Ms. Braun will defer her comments to the general meeting. She thanked all board members for their ongoing support this past month with the elevator issue. Mr. Franz had brought up an issue concerning the usage of the outgoing fax machine which has been free to the general public since 2001. Board members discussed the time usage. It is most beneficial for job seekers, personal use and domestic faxes only.

She said the five year plan needs to be revisited as well as the fax policy.

She thanked everyone for their review of Mr. Franz. Ms. Scordato, Mr. Heyliger and Ms. Braun will serve on the nominating committee.

Treasurer's Report: Mr. Mulé:

The Library is fiscally sound and the checks have been signed. Our operating account has approximately \$20,000. There were 128 Woodcliff Lake vouchers processed last year and 104 this year. Mr. Mulé has made outreach attempts to the WL Borough Council and any information he receives from WL about the Library and vouchers he will forward to Mr. Franz.

Director's Report: Mr. Franz:

- ✚ The NJ Statewide Makers Day will be on Saturday, March 21, 2015. We are the hub library for Bergen Co. 20 counties are participating. The Piscataway Library is taking the lead on this statewide initiative. He and Laura will be presenting to libraries just beginning their Makerspace activities in February 2015.
- ✚ Our Library will be participating in the 'Hour of Code'. Its goal is to encourage students, young and old, interested in computer programming. Anyone who participates will receive some incentives. A user can sign up for tutorials on private or library computers. Self-guided lessons are available on programs such as JavaScript, Python etc.

- ✚ Mr. Franz has put out a request for stories from patrons on the list serve who use our library for various activities.
- ✚ The porch needs some repairs.
- ✚ Part of the 5 year strategic plan is to retrain staff, in particular on databases, since there has been a lot of staff turnover during the last two years. Our Library focuses on customer service, educating the public in terms of using databases, downloading e-books etc.
- ✚ 100 people attended the Holiday Festival of Song on the porch.
- ✚ Councilman Frank asked about the allocation of resources for the purchase of collections. Mr. Franz has used percentage of populations served for purchase allocations. We spend 22% on juvenile items, 70% on adult, and 8% for teens. Further delineation of these statistics are in the Director's Report. 250 magazine titles will be offered next year through Zinio.
- ✚ We have about 1,100 users on the list serve and it goes out 1-2 times a month. Ms. Wertheim said it is excellent, very concise. We are approaching 700 likes/followers on Facebook. There is a new icon on the website to sign up for the newsletter and Mr. Franz will put bookmarks in borrowers' books to encourage sign ups.
- ✚ The Town Council asked the borough engineer to oversee the elevator repair issues for the foreseeable future. Repairs could last several months. Some of the repairs may be deemed an emergency repair. If not, it will have to go out to bid. In the meantime, staff members will retrieve books and materials for patrons who cannot use the stairs. Mr. Franz is looking into a small amount of temporary emergency parking on Yessler Way.
- ✚ The heater has some corrosion damage. Van Natta examined the boiler on December 2nd and will give Mr. Franz an estimate for repair. It has a self-sealing hole when it gets hot. We should be fine through the winter.
- ✚ Rochelle Park – their case will be heard on 12/15/14. They are not in compliance with the BCCLS by-laws. Unless they come into compliance within the time frame, they will no longer be part of BCCLS.

New Business: Meeting dates were presented to the Board for 2015. A motion to approve the dates was made by Ms. Wertheim, seconded by Mr. Mulé.

The Friends: No one was present.

Ms. Braun spoke on behalf of the Library Board and Mr. Franz to thank Mr. Mulé for his very dedicated years of service to the Library. A certificate of appreciation was presented to him.

The next Library Board meeting will be on January 12, 2015. Councilman Frank moved to adjourn the meeting, Ms. Wertheim seconded. The meeting officially adjourned at 8:35 PM.

Respectfully submitted,
Deirdre Danaher
 Recording Secretary