

Hillsdale Free Public Library

Board of Trustees

February 12, 2018

In attendance were: Barbara Braun, Warren Harris, Robert Heyliger, Mayor John Ruocco, Allen Saslowsky, Kathleen Scordato

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

Excused: Alfred Metz, Joanne Miano, Barbara Wertheim

Barbara 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 7:30 PM. The Board reviewed the January minutes. Ms. Scordato made a motion to accept the December minutes, Mr. Harris seconded. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Braun discussed meeting with Borough Finance Committee, Mr. Heyliger and Mr. Franz both attended. There will be a discussion about the starting wage for part-time library assistants in the context of potential in rise of the State minimum wage. Ms. Braun met with the director to discuss the status of the strategic plan and future adult programming ideas. She is knowledgeable about fly fishing and has contacts that could lead casting and tying workshops. A jewelry making program is also a possibility. Concern regarding the failure in delivery service was evident.

Treasurer's Report: Ms. Miano was excused. The director reported that the Lakeland account was established and the remaining funds in TD Bank would be transferred after all checks cleared. The net-lender check for the remaining 6 months of 2017 was received and was higher than anticipated. Mr. Franz sought clarification on the tuition reimbursement commitment for Ms. Ennist. Warren Harris made a motion confirming that the reimbursement was for ½ the tuition regardless of other awards received by Ms. Ennist. Kathleen Scordato second. Unanimous approval.

2018 Officers: Mr. Saslowsky, representing the nominations committee, presented a slate of officers. President – Barbara Braun, Vice President – Warren Harris, Secretary – Kathleen Scordato, Treasurer, Joanne Miano. Paper ballots were distributed and collected. The votes were counted by the Library Director. The slate was confirmed.

Director's Report: Mr. Franz presented the annual report for 2017 and requested the Board review before accepting. There is opportunity to include further information if desired.

- **Delivery:** The relationship among the State Library, LibraryLinkNJ, the Library Network Review Board, and BCCLS was outlined. The State once had several regional library cooperatives that managed group contracting for the many libraries within the state. These were collapsed into one non-profit organization called InfoLink, renamed LibraryLinkNJ. LibraryLinkNJ is governed by an elected board of librarians from public and academic organizations. Expack has formally declared termination of the delivery contract on May 29. LibraryLinkNJ is proceeding under advice from their attorney. Everyone wants delivery restored as quickly as possible.
- An informational planning document was distributed to the Board. It provided budget projection scenarios given a potential rise in the state minimum wage. Further discussion was tabled until more Board members could be present for the discussion. The document needs revision to include employment tax.
- Mr. Franz shared a draft of a Strategic Plan that includes goals and objectives he believes are achievable in a three-year timeframe.

The Friends: No one was present this evening. Mr. Weir, President, will be sharing the annual donor's letter with Mr. Franz for a mass mailing in February.

New Business: Ms. Lundy described a new Borough committee that is forming called "Access for All." Its purpose is to identify exiting services and aids for residents with disabilities or challenges and to make recommendations for improvements. It is desired that a member from the Library Board be included on the committee. Mr. Heyliger volunteered. Mayor Ruocco will follow-up with Mr. Heyliger.

The Emergency Plan was briefly discussed. Several suggestions were made for inclusion. A new location further from the building for staff to meet during an emergency should be identified. Staff should be identified as "floor captains" to sweep the building. The plan will be vetted at the next Borough Safety Committee meeting.

The next Library Board meeting will be on March 12, 2018. Mr. Harris moved to adjourn the meeting, seconded by Mr. Heyliger. The meeting officially adjourned at 9:15 PM.

Respectfully submitted,
David Franz
Library Director