

## Hillsdale Free Public Library

**Board of Trustees**

**November 26, 2018**

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*In attendance were: Barbara Braun, Warren Harris, Al Metz, Joanne Miano, John Ruocco, Mayor, Allen Saslowsky, Kathleen Scordato, Barbara Wertheim*

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

*Excused: Marie Hanlon*

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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 7:36 PM.

Public invited to speak: John (reporter) was present until 8:25 PM.

President's Report: Ms. Braun briefly stated that at the previous meeting a discussion was held about the signage. She seeks clarification as to the renderings for said signage. Mr. Franz said that since the contract is not yet signed, it would be advisable to discuss all this within closed session. An article about the Library was in Pascack Press.

Director's Report: Mr. Franz: The 2019 budget was reviewed with Board members. BCCLS agreed to the new delivery service and every library will be assessed a \$9,000. fee which is reflected in the proposed budget. The Borough has begun showing pension contributions for 2018 in the budget where it is more visible to the public. The proposed budget calls for a \$31,000 increase (4.4%) in municipal support, a 2.5% increase in operating budget overall. The 1/3 mil is at \$623,550 which increased 3%, but remains \$50,000 below the high in 2008. Mr. Franz delineated line items. He analyzed circulation trends and monies are being shifted accordingly to eBooks and streaming services, matching user trends. Ms. Braun asked about the circulation when the delivery service was compromised; there was a major drop in circulation during that six month period. Mr. Metz and Ms. Braun asked about the NY Times digital service. It is used, but not substantially.

Utilities were reduced; kW usage has decreased with the new LED lighting. The usage cost for the new radio alarm system has decreased. Borough line items were reviewed. Ms. Miano asked about the 1/3 mil; it is mandated to be for operating expenses only. *The Friends* funding fluctuates from year to year and is tracked separately from the main budget. Woodcliff Lake memberships have remained constant over the past few years. The flood insurance premium was discussed. Final discussions on the budget will take place at the December 10, 2018 meeting.

The Library received many donations in memory of Marcia Levens.

Several groups wish to use the Library for pleasure activities. Mr. Franz is proposing the use of the study room for 'open games' for Tuesday afternoons and all members agreed to a trial period of this.

Ms. Braun asked about the Bergen 201 contest; Hillsdale Library is a finalist, results will be announced next Spring.

The Friends now benefit from purchases made through the Amazon Smile program. The opportunity is being promoted.

Ms. Scordato made a motion to go into closed session for the purposes of discussing the donor's proposal and signage, seconded by Ms. Braun. Motion unanimously approved.

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CLOSED SESSION

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OPEN SESSION

Ms. Wertheim moved to back into open session, seconded by Mr. Metz. Motion so moved. At 9:20 PM, the Board of Trustees moved back into open session.

Ms. Braun reiterated next steps, coordinating between Mr. Metz, Mr. Harris, Mr. Zucker and the donor. A final draft of said agreement should be ready for the December 10<sup>th</sup> meeting.

The next Library Board meeting will be on December 10, 2018. Mayor Ruocco moved to adjourn the meeting, seconded by Mr. Harris. The meeting officially adjourned at 9:25 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary