

Hillsdale Free Public Library

Board of Trustees

June 10, 2019

In attendance were: Liz DiLorenzo, Warren Harris, Joanne Miano, Allen Saslowsky, Carol Schepker, Kathleen Scordato, Barbara Wertheim

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

Excused: Marie Hanlon, Al Metz, John Ruocco, Mayor

Mr. Harris 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 7:34 PM. A motion to approve the May minutes was made by Ms. Scordato, seconded by Ms. Wertheim. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Harris:

The Foundation by-laws: Copies were previously distributed. Some revisions after the last meeting were made. The attorney reviewed them again. The Foundation meeting will take place shortly on a mutually agreeable date. The 1023 form has to be signed so that the Foundation can be formed. Mr. Franz will discuss the minimum wage and mandatory increases which will impact the Library budget.

Treasurer's Report: Mr. Franz: He noted some slight changes to the budget. Most expenditures are coming in close to projections. Under unrestricted donations, there was a \$5,000 donation from an estate to honor a former resident, Betty Jean Arezzi. A discussion ensued regarding recognition of large donations. The installation of a "giving tree" or other means of perpetual recognition was discussed.

Director's Report: Mr. Franz:

- ✓ Circulation is holding steady; digital media continues to grow.
- ✓ Fax lines have been repaired.
- ✓ The summer reading programs are being finalized. Sign up for Summer Reading – a movable rocket display has been constructed by Mr. Franz and staff for outside of the Library; there also will be a space capsule that children can sit in by the children's room. The summer theme is "Explore a Universe of Stories". It coincides with the 60th anniversary of the moon landing of July 1969. The summer reading program launches June 19th.
- ✓ He spoke about the upcoming summer music programming.
- ✓ The Proclamation acknowledging the Paul and Gayle Gross donation was signed by the Mayor and is now framed.
- ✓ Mr. Franz explained various scenarios based on the minimum wage increases from 2019 through 2024. The Library has always had positions for pages; currently there are 3. Ms. Lundy asked if there is an opportunity for an internship to be held at the Library from the

high school. The Library has been hosting interns periodically, but not at the main service desks.

- ✓ Every year, BCCLS shares a list of current average library staff salaries by position. Ms. De Lorenzo asked about any benefits received by part timers. Most part-timers are in DCRP and the Hillsdale Borough puts in a % of the salary; that is figured into these calculations. Full timers get health benefits.
- ✓ Mr. Franz discussed the uses of the meeting room. He asked the Trustees to review the meeting room policy. Mr. Harris said that there is a real need for community space. Mr. Franz has done a space analysis of the Library, and with some furniture and room reconfigurations, additional meeting space could be created. A lengthy discussion ensued. Renewals of room usage reservations by Hillsdale groups are done beginning August 15th; other groups beginning Sept. 1st. All can be done online. If an outside group uses a room, they must produce a certificate of insurance. The Boy and Girl Scouts have their own certificates of insurance.

Mr. Harris: The Library Foundation By-Laws. Mr. Metz had made some slight changes in Article IV, Section 6, based on the last meeting. Defining “for cause”. The term of designated trustees was changed; the Library Board should determine the term for the non-designated trustees, coming from the Library Board and The Friends. Initially, the terms should be staggered. The Foundation will meet at least 4 times a year. All were in agreement with the minor changes to the by-laws.

New business: Ms. Schepker would like to donate 30 beach bags that she designed to the Library to be sold as a fundraiser. A brief discussion regarding any conflict of interest ensued. It was noted that other Borough officials donate their talents throughout the years. No one saw any issue as they were donated and there was no explicit promotion of Ms. Schepker’s business.

Ms. Danaher asked about the children’s “Stories to go”. Approximately 1 -3 bags have been picked up/exchanged per week. Additional promotion on website and possibly the town electronic board are needed.

Mr. Harris thanked Ms. Wertheim for making a presentation to Declan Henry, Eagle Scout, on behalf of the Library. Declan works as a page at the Library.

Mr. Harris bestowed, on behalf of the entire Board, a huge thank you to Mr. Saslowsky for his years of dedicated service to the Library Board. Mr. Saslowsky is retiring from his Hillsdale educational career; 45 years in total. He joined the Board in 2006. A replacement has not yet been identified.

The next meeting will be on July 8, 2019. Ms. Wertheim moved to adjourn the meeting, Ms. Scordato seconded. The meeting officially adjourned at 9:14 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary