

Hillsdale Free Public Library

Board of Trustees

March 11, 2019

In attendance were: Liz DiLorenzo, Warren Harris, Al Metz, 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, 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 February minutes was made by Ms. Wertheim, seconded by Ms. Scordato. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Harris:

- ❖ The Foundation Committee, Ms. Miano, Ms. Wertheim, Mr. Harris and Mr. Metz met, along with Mr. Gary Weir, President of the Friends
- ❖ They went through the questionnaire from Mr. Zucker, the attorney, and discussed the questions that had been discussed at the previous Board meeting. They came to consensus on the following: The Library Board would have consensual control as to how the Foundation invests and spends its money and whether any Library Board members (2) would be on the Foundation Board and one member from the Friends. The by-laws will have to be reviewed once received from the attorney. There needs to be a memorandum of understanding between the Library Board, the Foundation and the Friends. They discussed the overlap and the differences between the Foundation and the Friends. The Friends will be sending out their usual Spring solicitation for donations. The Friends typically receive smaller donations and fund smaller projects. There was a slight error in the naming on the incorporation form; Mr. Zucker will correct that. There are interested parties wishing to serve on the Foundation.
- ❖ The Commemoration Committee met. Mr. Harris and Mr. Franz spoke with Mr. Gross; they await a return call as to choosing a date for the commemoration TBD.
- ❖ Mr. Harris congratulated Mr. Franz on Hillsdale Library placing third in 201 Magazine's Best of Bergen Poll.

Treasurer's Report: Mr. Metz: The Library is fiscally sound. He discussed the budget.

Director's Report: Mr. Franz:

- ❖ He met with a BCCLS sub-group to discuss the use of the Bergen County grant. Most of it has traditionally gone to the net lender program. They examined possibly expanding the use of that grant to support the delivery service. Paramus receives the

bulk of the net lender reimbursement fund. Hillsdale is receiving approximately \$6,000 yearly for being a net lender; we are approximately 5th within the BCCLS consortia.

- ❖ The staff is monitoring how patrons are using our library. Trends include use of our equipment (printers, scanners, fax, 3D printer), our space and affordable learning opportunities. Ms. Schepker noted that the circulation rate for children has decreased over the past several years. Reading habits are changing, social patterns are changing. There is a similar trend in neighboring libraries, i.e. drop off in story hour attendance. Mr. Metz asked about the cost of materials for the use of the 3D printer. Users are charged commensurate with usage. Mr. Franz maintains the printer. Hillsdale is one of the few libraries that has one.
- ❖ The Foundation: Mr. Franz is requesting guidance in terms of planning and spending for the Board, the Friends and The Foundation. Mr. Metz said we need to decide how much to spend the first year from the donation and invest the rest, so that the Foundation knows what they have to use for planning. There needs to be a strategic plan for the three prongs of the Library's programming.
- ❖ Mr. Franz has received two applications with resumés to serve on the Foundation Board, and he has spoken with others. There should be a minimum of five Foundation members, with possibly more. Mr. Metz said that the average small foundation board has nine members, all serving staggered terms. Ms. Miano suggested that all interested candidates submit a letter of interest and resumé by March 15th. Interviews would be scheduled on March 25th and one other date.
- ❖ The Yoga instructor requested to be paid a flat fee for regular yoga.

New Business: Ms. Lundy said that the budget has not yet been approved by Borough Council. Mr. Harris said that we need to amend the Library by-laws.

The Friends: No one was present. They have not yet sent out their Spring solicitation.

The next Library Board meeting will be on April 8, 2019. Mr. Saslowsky moved to adjourn the meeting, seconded by Ms. Wertheim. The meeting officially adjourned at 8:49 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary