

Hillsdale Free Public Library

Board of Trustees

September 13, 2021

In attendance were: Judy Atchison, Mary DeChiara, Elizabeth DiLorenzo, Mary Disanza, Seth Griep, Warren Harris, Carol Schepker, Barbara Wertheim

Also present: David Franz, Director of the Library

Excused: Al Metz, John Ruocco, Mayor, Abby Lundy, Liaison to Council

Mr. Harris called to order a virtual 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. Virtual meeting directions are appended below.

The virtual meeting was called to order at 7:32 PM. A motion to approve the July 14, 2021 minutes was made by Ms. Wertheim, seconded by Ms. Schepker. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Mr. Harris: We will continue to meet virtually until further discussion. The circulation rate is comparable to the summer months of 2019. 12 Hillsdale residents were sheltered at the Library during Hurricane Ida due to flooding. He spoke about the Buildings and Grounds Committee, in particular the parking lot repaving. The Library Gift Policy needs to be discussed further. The library received feedback from *The Friends of the Hillsdale Library* and the library attorney.

He deferred the rest of his comments to the general meeting.

Treasurer's Report: Mr. Franz spoke on behalf of Mr. Metz. Some Woodcliff Lake members are not renewing their memberships. He estimates that we may be \$5,000 – \$6,000 short in comparison to 2019. Any membership vouchers submitted in December will not be reflected until January. Revenues from fines, the copier and printing are coming in lower than anticipated. Receivable income is down approximately \$8,000 – \$8,500. Mr. Franz has been very conservative in purchasing digital books and will offset revenue shortages with lower expenditures. All other checks fall within normal parameters.

Director's Report: Mr. Franz: The first back in-person presentation on The Beatles was well received. Tai Chi, on the patio, was very well received. Ms. Atchison said that chair yoga had previously drawn participants over Zoom from other states.

Cindy will be returning in early October. The "Fabric of the Community" project will be resuming; Mr. Franz wrote to 200 town businesses. Tempco responded immediately and provided some t-shirts. The Library will remain open until 9 PM on Monday and Tuesday evenings; he feels that there won't be many patrons. He anticipates that the state aid mandate for full evening hours will still not be required. Ms. Wertheim asked about closing at 8:00 PM instead of 9:00 PM and he said that there is little budgetary difference and that 9 PM

allows for evening programming. Patrons are disappointed that the Library remains closed on Sundays.

One resident requested to use the community meeting room for a Mom's group with a broad agenda for toddlers and parents. Mr. Franz asked her for a description of the proposed activities and will speak with her tomorrow. One Board member asked if this group advertises and is open to all? The Library policy states that a group can only use the room twice a month and he explained that to her. Ms. DeChiara also asked about Covid room size limitations. Board members discussed the parameters of the public room usage policy; this policy is posted on the Library's website. Mr. Franz suggested that the meeting room committee reconvene to revisit the meeting room policy and insurance policy. Board members would like this Moms/Toddlers group open to the public.

Building & Grounds Committee:

- Parking lot repaving: Mr. Franz researched the cost of repaving the parking lot. Chris Statile, the Borough Engineer, added the Library as an add-alternate in the road program. The pricing/bid package totaled approximately \$37,000. This was not a capital request to the Borough, but the work could be done this year if the Board so approves. The road contractor begins work on 9-15-21.
- Tree trimming & removal: Downes Tree Service is the Borough's contractor and would be hired for removal of the ailanthus trees along the brook, trimming the cherry trees, an oak tree at the top of the driveway and a pine tree at the bottom of the driveway, equaling \$6,050. Costs would be paid from unexpended salaries and wages due to delays in expansion of service hours this year. The Buildings and Grounds Committee met and discussed all of these. Ms. Disanza felt that these were fair prices and all agreed that the work should be done. The Borough has funded some of our previous repairs and improvements. Mr. Griep asked if we get a discount on the tree and branch removals because they are the Borough approved vendor. We do get the Borough's contract rate.
- Mr. Harris made a motion to approve an expenditure of \$37,000 from the NJ Cash Management Fund for the purposes of repaving/stripping the parking lot. Ms. Schepker seconded. Unanimous vote of approval. Mr. Franz will inform Chris Statile.
- Mr. Harris made a motion to approve an expenditure of \$6,050 from our operating fund for tree removal and tree pruning as stated by Mr. Franz in the proposal, seconded by Ms. DiLorenzo. Unanimous vote of approval.

Covid-19 discussion – Mask wearing/meeting room usage: Mr. Franz examined quite a few of the BCCLS websites. 45 Libraries never changed their mask policies, some went back from voluntary to a mandated mask policy. The Borough of Hillsdale has not changed its policy. Most patrons do wear masks; door signage states it is voluntary. Bergen Co. has 19/100 Covid cases and is lower than most of the other NJ counties. Mr. Harris spoke about break-through cases and booster shots have begun. Ms. DiLorenzo stated she does not want

the Library staff having to enforce mask wearing rules. Ms. Schepker suggested leaving our voluntary mask wearing policy as is, as long as there is plenty of ventilation. Board members agreed to let the voluntary mask policy remain as is and examine it again next month, especially in view of the Delta and Mu variants.

New business: OverDrive recently acquired Kanopy which may confuse the public as to Kanopy's new location when the services are merged.

Mr. Harris asked for Board members' opinions on meeting in person in October. Ms. Disanza asked about Borough Council meetings and they are still on Zoom. After various feedback, it was decided that the Library Board meetings will remain virtual for the near future.

The Friends/The Foundation updates: There will be a Foundation meeting on September 22, 2021.

The next regularly scheduled virtual Library Board meeting will be on October 18, 2021. A motion to adjourn the meeting was made by Ms. Wertheim, seconded by Ms. DiLorenzo. Unanimous vote of approval. The meeting officially adjourned at 8:51 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary

Topic: Library Board of Trustees
Time: Sep 13, 2021 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/82500622869?pwd=WStOY2VucnpFcmdrci9BRDI0eXdTQT09>

Meeting ID: 825 0062 2869
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