

Hillsdale Free Public Library

Board of Trustees

January 10, 2022

In attendance were: Judy Atchison, Mary DeChiara, Elizabeth DiLorenzo, Warren Harris, Al Metz, Amanda Miller, Carol Schepker, Barbara Wertheim

Also present: David Franz, Director of the Library, Janetta Trochimiuk, Liaison to Council

Excused: John Ruocco, Mayor

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 meeting was called to order at 7:35 PM. A motion to approve the December 13, 2021 minutes was made by Mr. Harris, seconded by Ms. Wertheim. Unanimous vote of approval.

Public invited to speak: Ms. Abby Lundy, Library Liaison since 2017 to the Borough Council, was briefly present and graciously thanked the Board. All appreciated working with her over the years.

President's Report: Mr. Harris: He welcomed new Library Board Trustee, Amanda Miller, and new Borough Council Liaison, Janetta Trochimiuk. Mr. Harris sincerely thanked Ms. Lundy for her support to the Library these past four years.

Mr. Harris said it was an honor serving the Board of Trustees as its President for three years, especially during the challenges of the pandemic. He spoke highly of Mr. Franz's leadership and the incomparable Library staff.

Mr. Griep has resigned from the Board of Trustees to assume a role on the Planning Board.

Treasurer's Report: Mr. Metz: He is stepping down from his role as Treasurer due to term limits. He stated that his position was very satisfying and thanked everyone for their support.

Mr. Metz gave a summary of the budget. The 4th quarter borough payment will be forthcoming. Donations were higher than budgeted. Woodcliff Lake memberships are slightly lower, and it is anticipated that these will improve over time. Mr. Franz gave a brief summary of what a WL membership entails. Maintenance ran higher due to air conditioning and elevator repairs. Year end budget came close to projections. The Library lacks another professional librarian and other services due to a constrained budget, limited to the 1/3 mil. Ms. Atchison said that Mayor Ruocco was pleased with the Library's conservative fiscal spending.

Mr. Metz made a motion to approve the bill list, seconded by Mr. Harris. Unanimous vote of approval.

Election of 2022 Officers: The Nomination Committee (Ms. DiLorenzo, Mr. Harris, Ms. Schepker, and Ms. Wertheim) met to discuss a slate of proposed new officers for 2022. The proposed officers are:

President: Carol Schepker
Vice-President: Al Metz

Treasurer: Barbara Wertheim
Secretary: Liz DiLorenzo

Mr. Harris made a motion to approve the slate of officers for 2022 as named, seconded by Ms. Atchison. Unanimous vote of approval.

The Foundation Designated Trustee (2-year term): Ms. Schepker and Mr. Metz are currently serving on staggered terms as Liaisons from the Board to The Foundation. Mr. Franz suggested that Mr. Metz serve a two-year term to The Foundation and Ms. Schepker continue her existing term. Mr. Harris made a motion for Mr. Metz to serve, for a two-year term, as the designated Trustee for the Foundation, Ms. Schepker seconded. Unanimous vote of approval.

Director's Report: Mr. Franz:

- ❖ Circulation: He is pleased with our circulation to the public, despite the Covid pandemic. 10% of card users only used digital content this past year; patrons have found digital content very useful as people quarantined at home. The decrease in circulation is mostly attributable to DVDs and CDs.
- ❖ Donations: He thanked Ron Miller & Carol Schepker for their donation. Two other bequests were made in 2021, Gordon Morris and Lynn Birenbaum. Mr. Metz moved to authorize the transfer of these donations, totalling \$3,000, from the Library's regular account to the newly established Gifts Account. Mr. Harris seconded. Unanimous vote of approval.
- ❖ Covid Omicron variant impact: Mr. Franz spoke, with grateful thanks, for the ongoing support of the Covid subcommittee. Patrons are asked to mask; Library staff are masked. Neighboring libraries currently have varying Covid policies. Mr. Franz suspended in-person programming for January but the Library has not closed. Foreign Films and Chair Yoga have been cancelled. He asked Trustees when they thought we could ease back into in-person programming. Mr. Harris said we need to consider the risk of transmission to the public and to the staff.

The Jan. 31st Mardi Gras jazz concert is still scheduled; masking would be required with a maximum of approximately 30 attendees. Questions were asked about how much lead time the band would need to cancel; a lengthy discussion ensued. Mr. Franz and Adam will monitor registration for said performance.

- ❖ Photocopier lease: Procopy, of Saddle Brook, has provided our photocopying services since 2005. The lease comes due in March; pricing and features from other proposed vendors are vague or more costly. A motion was made by Mr. Harris to approve the contract with Procopy as indicated in Mr. Franz's memo dated 1-10-21, seconded by Ms. Atchison. Unanimous vote of approval.

Mr. Franz suggested putting new committees on hold until next month.

The Friends/The Foundation updates: No report given.

The next regularly scheduled Library Board meeting will be on February 14, 2022. A motion to adjourn the meeting was made by Mr. Harris, seconded by Ms. Wertheim. Unanimous vote of approval. The meeting officially adjourned at 8:52 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary

Zoom link below:

Topic: **Hillsdale Library Board of Trustees**

Time: Jan 10, 2022 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85924653471?pwd=Myt1ZkNLRkFuTlpCZnBjc0l4WElvZz09>

Meeting ID: 859 2465 3471

Passcode: 079927

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