

## Hillsdale Free Public Library

**Board of Trustees**

**February 14, 2022**

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*In attendance were: Judy Atchison, William Berde, Elizabeth DiLorenzo, Warren Harris, Amanda Miller, Carol Schepker, Barbara Wertheim*

*Also present: David Franz, Director of the Library, John Ruocco, Mayor, Janetta Trochimiuk, Liaison to Council*

*Excused: Mary DeChiara, Al Metz*

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Ms. Schepker 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 January 10, 2022 minutes was made by Ms. Wertheim, seconded by Ms. Miller. Unanimous vote of approval.

Welcome to New Trustee: Mr. William Berde (Bill) was welcomed as the new Trustee to the Hillsdale Library Board of Trustees. Mr. Berde introduced himself to the Trustees and highlighted his background, work experience and his family's experience with the Library.

Public invited to speak: Mr. Zoltan Horvath, Councilman, was present. The Borough Administrator joined at 8:52 PM.

President's Report: Ms. Schepker: She thanked all of the former officers for their dedicated support to the Library and she thanked Mr. Franz for his strong leadership. She said that the Omicron Covid variant is on a downward trend and we hope to resume in-person programming shortly. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Ms. Wertheim: She referenced budgeted vs. actuals. The 4<sup>th</sup> quarter check was received from the Borough. The NJ State Aid of \$5,608 is being held in reserve for any unforeseen expenditures. Mr. Berde asked what the Woodcliff Lake memberships are and Ms. Wertheim briefly explained their structure and reimbursement. Woodcliff Lake does not have its own public library. A WL family pays \$250 to join the Hillsdale Library and WL reimburses \$175 of that fee; Seniors, ages 60 + pay \$50. Mr. Harris said the fees had been higher; the Hillsdale Trustees reduced the fees quite a while ago, resulting in a higher % of memberships and revenue. If WL should decide not to reimburse its residents, it would result in a decline in said revenue stream. WL residents do not have direct access to any collections other than what is housed at the Hillsdale Library. Ms. Miller asked about allowing the WL residents more access to the BCCLS system. There was a referendum to do just that in 2004 and WL residents voted it down.

Ms. Wertheim made a motion to approve the operating bill list, seconded by Ms. Schepker. Unanimous vote of approval.

Signing Authority Resolution: Mr. Franz stated that, in December, the Board approved opening a new account with Lakeland Bank for gifts and donations. The bank requires a resolution identifying the officers by name, not position. A motion was made to approve this signing authority by Mr. Harris, seconded by Mr. Berde. Unanimous vote of approval.

Director's Report: Mr. Franz: One key staffer has taken ill and Mr. Franz, at this present time, cannot open the Library on Thursday evenings due to staffing issues.

Masking Policy: Mr. Franz feels that our masking policy is contingent on what NJ Governor Murphy is stating. Hillsdale schools will make masking optional on March 7<sup>th</sup>. Mayor Ruocco spoke about trends for Town Council meetings. Borough Hall will be open in-person beginning March 1<sup>st</sup>. Mr. Harris and Ms. Schepker asked how the staff feels; Mr. Franz said personal comfort levels vary. Ms. Wertheim asked about any confusion between a masking policy at the library vs. not being mandated at schools. Ms. DiLorenzo said that the policy at her school will be mask optional for students, staff and visitors. They await further guidance from the state. She said that she doesn't want a burden put on Library staff to require them. Mr. Berde said we are at a tipping point. Mr. Harris asked if our staff is wearing the N95/KN95 masks and Mr. Franz said they are offered KN95s but staff favor their own personal masks. He feels that March 7<sup>th</sup> is when the Library should go optional.

A motion was made by Mayor Ruocco to make mask wearing at the Library optional effective March 7, 2022, coinciding with the same dates that school masking goes optional, seconded by Ms. DiLorenzo. Unanimous vote of approval.

Committee assignments: Mr. Franz stated that we need 3 - 4 Trustees to serve on these sub-committees:

- ❖ By-laws: Existing by-laws need to be reviewed and updated. Mr. Harris, Mr. Metz, and Ms. Wertheim
- ❖ Building & Grounds: Evaluate maintenance needs, identify projects and minor renovations. Ms. Atchison, Ms. DiLorenzo, and Ms. Schepker
- ❖ Budget: Mr. Berde, Ms. Miller, and Ms. Wertheim
- ❖ Strategic Plan: This can be postponed until next month. The current plan needs minor editing. The Library wants to serve the town in the best way possible.

New Business: Senior Programming: Ms. Trochimiuk spoke about space utilization during the day while schools are in session. She suggested coordinating efforts between Mr. Franz and Ms. Patty Hughes, Recreation Director for the Borough. Ms. Trochimiuk suggested that possible additional municipal funding would provide the impetus to provide programming for Seniors.

Mr. Franz has a list of activities that could be done with Seniors. A more robust staff would certainly help facilitate this. Mr. Franz said that prior to Covid, the Library offered monthly Senior Cinema with a consistent 10 - 25 patrons. There was "Good Coffee with Dave" where patrons watched a Ted Talk and then discussed it with Mr. Franz. The Puzzle Table is back. Programming for Seniors will be provided whether we get additional funding or not. He would welcome Seniors sharing their life experiences with teens as we approach our borough anniversary. Space issues do not support a lunch program, but we could support Senior "clubs". The Monday Book group has been meeting since 1971; there is also a Thursday book group. Both are mostly Seniors. The Mahjong group is mostly Seniors. Mr. Harris said that in the Strategic Plan, flexible seating was envisioned. Ms. Miller said that the Atchison Reading Room, a.k.a. the front porch, is a beautiful space, with natural light. Mr. Franz is suggesting the

removal of the center computer island which would allow for additional flexible space/seating. Mr. Franz said that if there was additional funding, that would allow for additional carpet tiling and movable tables. Mr. Harris said that holding some activities outside on the patio would be ideal. Adam is the adult program coordinator for the library. Mr. Berde asked if any of the spaces are rentable. Mr. Harris said our philosophy is a free public library, so we stay away from commercial ventures. Mr. Franz welcomes feedback from the Seniors. Ms. Trochimiuk said that Patty Hughes would be an excellent liaison and she speaks with the Seniors on a regular basis as does Marie Hanlon, former Trustee. The Library serves the whole community at large.

Mayor Ruocco supports Ms. Trochimiuk's efforts to offer programming for Seniors. The Seniors have traditionally asked for a meeting space when they have full flexibility to use that space with tables, chairs etc. They move their supplies around to the various venues.

Mr. Harris asked about the 50+ Club; it has a membership of approximately 100. Ms. Hughes administers a group that meets regularly at St. Johns, about 80 Seniors attend once a month, catered by an outside food vendor. The Seniors had a grant that helped provide for that. The CDBG grant mandates a theme for these luncheons.

Ms. Schepker will be present at the Advisory Committee on Wednesday.

Mr. Franz suggested that the March meeting be held in person. Unanimous agreement.

The Friends/The Foundation updates: No report given.

The next regularly scheduled Library Board meeting will be on March 14, 2022. A motion to adjourn the meeting was made by Mayor Ruocco, seconded by Mr. Harris. Unanimous vote of approval. The meeting officially adjourned at 9:15 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary

Topic: Board of Trustees  
Time: Feb 14, 2022 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86837465878?pwd=SkVpRktwL2NEMHFhVWVNVWVvWnR6UT09>

Meeting ID: 868 3746 5878

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