

## Hillsdale Free Public Library

**Board of Trustees**

**March 14, 2022**

---

*In attendance were: Judy Atchison, William Berde, 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:*

---

Ms. Schepker 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 7:36 PM. A motion to approve the February 14, 2022 minutes was made by Mr. Harris, seconded by Ms. DiLorenzo. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Schepker: She welcomed all Trustees back to meeting in-person. She hopes more patrons will frequent the Library as Spring approaches. She attended the recent Borough Council meeting. The Library could promote its services to the 1,600+ Seniors in town. Hillsdale continues to be a leader in circulation as compared to neighboring libraries. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Ms. Wertheim: She referenced the budget vs. actuals. Increases in book sales, WL memberships and revenues from book fines were noted. Mr. Franz is not purchasing as many periodicals or reference materials as these move more to digital. Mr. Berde asked for some budget clarifications. The Library has some shared contracts with the Borough.

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

Director's Report: Mr. Franz: The radio for the alarm system needs to be upgraded. The Library is experiencing more users; evenings remain quiet. He is seeking new staff to cover evenings and Saturdays and an experienced person for Thursday evenings.

Committees: Mr. Franz envisions projects for the following:

- By-laws: Mr. Harris, Mr. Metz, and Ms. Wertheim: Comprehensive review of the existing by-laws.
- Building & Grounds: Ms. Atchison, Ms. DiLorenzo, and Ms. Schepker: Several minor renovations are needed. The Library receives calls daily from the public asking about accepting book donations. Mr. Franz spoke about services that handle used books; NewLegacyBook.com provides a large green receptacle. Consider reorganization inside to create improved space utilization. Consider outdoor improvements to the patio etc.

- Budget: Mr. Berde, Ms. Miller, and Ms. Wertheim: Mr. Franz suggested adopting *Square* to facilitate payments. Mr. Berde asked if there is a reduced usage fee for non-profits; Mr. Franz will look into that. The Finance Committee will explore these further and the use of Venmo. Funding for staffing is a priority.
- Strategic Plan: The current plan needs minor editing and will be addressed later this year.

Committee meetings at night can be flexible, particularly over Zoom.

Mr. Franz serves on the BCCLS e-Books task force.

Fine Free Libraries: Mr. Franz provided a list of libraries that are fine free or temporarily fine free. Other libraries still impose fines. BCCLS (77 libraries) does not have a uniform fine policy. Hillsdale still imposes fines. Some libraries state that being fine free has not affected their return rate. NYC is fine free; the movement began about 10 years ago nationally.

New Business: Makers Day will be March 26<sup>th</sup>. Other programming is listed on the Library calendar. He is working with The Foundation and *The Friends* to send out two new flyers to promote the Library and to solicit donations. We use the town's mailing permit, using a non-profit account, to mail to every town resident and business. *The Friends* have been able to do these mailings for under \$500. Ms. Miller asked if there is a way the Trustees can amplify this messaging. The Library has a presence on social media; sharing those posts would be helpful. 2023 is Hillsdale's 125<sup>th</sup> anniversary, with monthly activities being planned to celebrate the decades. The Library's input would be helpful. Mr. Franz would welcome oral histories from our residents. Mr. Metz provided an explanation on the Gift Policy. Prospective donors are asked to speak with Mr. Franz.

The Friends/The Foundation updates: No report given.

The next regularly scheduled Library Board meeting will be on April 11, 2022. A motion to adjourn the meeting was made by Mr. Metz, seconded by Mr. Berde. Unanimous vote of approval. The meeting officially adjourned at 8:45 PM.

Respectfully submitted,  
*Deirdre Danaher*  
 Recording Secretary