

Hillsdale Free Public Library

Board of Trustees

June 13, 2022

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

Also present: David Franz, Director of the Library

Excused: Mary DeChiara, Janetta Trochimiuk

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 7:41 PM. A motion to approve the May 9, 2022 minutes was made by Ms. Miller, seconded by Ms. DiLorenzo. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Schepker: The Trustees will work on the Strategic Plan during the summer. The bylaws will be reviewed this evening. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Ms. Wertheim stated that the Borough first quarter cash support check was received. The high "Borough Cash Support" line reflects receipt of the 4th quarter payment (2021) and the balance of last year's 1/3 mil commitment. Woodcliff Lake memberships have slightly increased. Natural gas was more costly due to rate increases. The Foundation budgeted \$20,000 for 2022's program support. Mr. Franz said there is \$18,000 in savings from last year's salaries and wages which could be applied to several line items for this year or reserved. Mr. Franz is requesting that the Mayor and Council reconsider the cost of the parking lot repaving of \$34,000. The yearly audit was conducted and there were no findings.

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

Mr. Metz made a motion to accept the audit, seconded by Ms. Atchison. Unanimous vote of approval.

Director's Report: Mr. Franz:

- Giant waves and a surfboard were installed on the front lawn to advertise the summer reading program, "Oceans of Possibilities". The Photo Wall is returning, featuring residents' photos taken around Hillsdale throughout this summer based on various themes.
- A flyer advertising five summer maker workshops was shared.
- Circulation is comparable to last year.

- The elevator was serviced. Power washing and window cleaning will occur next week.
- Program statistics were noted.
- The Square account is working quite well, and several payments have already been processed. It goes as a direct deposit from Square to the library's operating account.
- The goal is to have the library open for full hours in September.
- Two qualified high school students are being trained this summer.

Committees:

- By-laws: Mr. Harris, Mr. Metz, and Ms. Wertheim: Mr. Metz shared a draft of the by-laws. Some sections were modified by the committee; they were last updated in 2004. Other changes were considered this evening which will then be submitted for attorney review.
A motion was made by Ms. DiLorenzo to accept the modifications to the by-laws, pending attorney review, seconded by Ms. Wertheim. Unanimous vote of approval.
- Building & Grounds: Ms. Atchison, Ms. DiLorenzo, and Ms. Schepker: No report given.
- Budget: Mr. Berde, Ms. Miller, and Ms. Wertheim: No report given.

Strategic Plan: Planning is needed this summer from all Trustees to work on portions of the strategic plan. It was last written in 2019. Mr. Franz would welcome feedback throughout the summer. Mr. Metz suggested that it should be structured in two parts, what has occurred in the past and considering future planning, which are both strategic and fiscal. Mr. Franz and Ms. Schepker would be liaisons to both.

New Business: Mr. Franz crafted a letter that he shared with the Trustees. The letter will be sent to the Mayor and Council, on behalf of the Trustees, advocating for additional financial support for future capital projects. A lengthy discussion ensued.

A motion was made to have Ms. Schepker share this letter, on behalf of the Trustees, with the Mayor and Council. Unanimous vote of approval.

The Friends/The Foundation updates: Mr. Franz met with *The Friends*. As always, they are funding the summer reading program and other small projects such as residents' created bookmarks. Mr. Weir is seeking a new President for *The Friends*.

The Foundation is considering a fundraising event in the Fall. For a raffle or any games of chance, a gaming authorization is required. However, The Foundation's charities authorization has not yet been approved; it is pending the 2021 tax return filing.

The next regularly scheduled Library Board meeting will be on August 8, 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 9:09 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary