

Hillsdale Free Public Library

Board of Trustees

October 17, 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

Excused: Janetta Trochimiuk

Ms. Schepker called to order an in-person and 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 link is appended below.

The meeting was called to order at 7:36 PM. A motion to approve the September 12, 2022 minutes was made by Ms. Wertheim, seconded by Mr. Harris. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Schepker: Many items have been solicited for the silent auction. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Ms. Wertheim: Budget vs. actuals. Used book sales have increased. Donations have increased, as have fines and Woodcliff Lake memberships. Expenditures for 2021: we received a NJ State aid check in October, and it must be spent within two years. Mr. Metz asked about the collection development; the budget reflects the increase of \$10,000 approved at the September meeting.

A motion was made to approve the bill list by Mr. Harris, seconded by Ms. Miller. Unanimous vote of approval.

Director's Report:

- Mr. Franz discussed circulation statistics.
- A donation was received in the amount of \$500 from Mr. Gainer.
- The chimney was repaired, the boilers are fine, the toilets will eventually need to be replaced as the Flushmate tanks continue to present difficulties.
- Hillsdale Senior Movie Wednesdays, attendance varies.
- He suggested that the Trustees give him an annual review.

Draft Budget for 2023:

- Mr. Franz previously met with the Finance Committee to review the draft of the 2023 budget. He introduced the budget this evening to all Trustees.

- NJ State sent out a notice that the hourly minimum wage will increase to \$14.13 based on inflation (instead of \$14.). He is suggesting moving the hourly minimum wage to \$15. The Library will be open 3 nights a week, closed on Sundays and will have 3 full time employees.
- 1/3 mil rate \$702,140.; an increase of \$46,200 or 7%. Trustees agreed that the Library's responsibility of now paying for the pension as opposed to the borough paying it needs to be highlighted more. Pensions are paid now out of the 1/3 mil since 2018.
- Mr. Franz reviewed the summary lines with narratives. He reviewed budget lines managed by the Borough. Additional allocations were budgeted for utilities. Service contracts remain in place. The BCCLS bill increased slightly. The charge for digital content is a negligible increase. The formula is shifting as to how many digital users there are per year.
- The Literacy Volunteers of Pascack Valley increased the membership rate from \$2,000 to \$2,500. The fee did not change for many years.
- Mr. Franz did not attend any conferences this year.
- The NJ State aid check was \$5,023 with no restrictions for spending.
- Hillsdale Library t-shirts are being offered - \$15. short sleeve, \$20 long-sleeved. Available at the Main desk.
- Borough checks are now being sent electronically, thus being received in a timelier manner.
- At some point, the roof will have to be replaced and that would need to be coordinated with the Borough. Mr. Franz asked Trustees to review this budget for further discussion at November's meeting. Mr. Berde said that the finance committee could answer any questions as well.

The Friends/The Foundation updates: The Fundraiser looks to be a wonderful evening!

- Mr. Metz discussed all of the particulars for the Nov. 17th event. *Edible Arrangements* asked if they could participate and offered to donate chocolate covered strawberries.
- The Baxter Jazz Quartet will perform.
- Silent auction items will be placed throughout the library. Over \$10,000 in donations have been solicited thus far with a goal of \$18,000. The Silent auction prize list as well as high priced items were shared.
- The goal is 100 attendees. It will be advertised on the electronic Town Board, Hillsdale Moms' Facebook page, the Hillsdale blast etc. An invitation will be sent to Mayor Ruocco and Council members.
- All Trustees are asked to commit to being at the event. When selling tickets, checks should be made payable to the Hillsdale Free Public Library Foundation.
- There will be a print journal and a half fold booklet with a list of all of the prizes. Sponsorships: 8 - 10 sponsors for the ad journal.
- Ms. Schepker will donate baskets to display items.
- Mr. Franz will be speaking with the Chief of Police regarding street parking.
- Mr. Metz shared the flyers, a donation letter and IRS letter, and the tickets (which are numbered). He discussed some of the logistics. .

The next regularly scheduled Library Board meeting will be on November 14, 2022. A motion to adjourn the meeting was made by Mr. Berde, seconded by Ms. Wertheim.

Unanimous vote of approval. The meeting officially adjourned at 9:09 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary

Dave Franz is inviting you to a scheduled Zoom meeting.

Topic: Library Board meeting - October 17, 2022
Time: Oct 17, 2022 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83271122198?pwd=VXZaRit1YitDNDcrWWQzMWMxc3hPUT09>

Meeting ID: 832 7112 2198

Passcode: 738289

One tap mobile

+13126266799,,83271122198#,,,,*738289# US (Chicago)

+16468769923,,83271122198#,,,,*738289# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 832 7112 2198

Passcode: 738289

Find your local number: <https://us02web.zoom.us/j/kJoN1SeMA>