

Hillsdale Free Public Library

Board of Trustees

September 12, 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, Council Liaison

Excused: William Berde

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 7:32 PM. A motion to approve the August 8, 2022 minutes was made by Ms. DiLorenzo, seconded by Ms. DeChiara. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Schepker: She thanked Mr. Franz and his staff on the excellent August circulation; we have the highest rate in Pascack Valley. The donors wall, located opposite the Children's Room, has a laminate floor backing and was installed yesterday. This is being done as an Eagle Scout project; the Scout is laser cutting the donor leaves as well. The chimney needs repair.

Treasurer's Report: Ms. Wertheim: The check list was attached. Woodcliff Lake memberships have increased. Mr. Franz explained certain line items. The photocopier lease was changed in May and we have not received an invoice since then due to a lag in follow through by the leasing company. Collection development is within budget. She asked if there was a consideration to go to digital for newspapers such as The Record as the paper subscription is quite costly. However, some patrons still ask for the paper copy. She suggested using some iPads pre-loaded with a password and the paper. Ms. Miller suggested that we maintain the paper copy.

Ms. Schepker asked how many WL memberships we have. Mr. Metz would like to know how many Hillsdale Library cards there are.

A motion was made to approve the bill list by Ms. Schepker, seconded by Mr. Metz. Unanimously approved.

Director's Report

- Summer activities: Mr. Franz shared the statistics from the various summer activities. Several presentations took place today.

- Several people have signed up for the new Scrabble Club. The Scrabble Club will be led by Norel Blundo, a volunteer, on the 2nd and 4th Tuesday evenings.
- Pascack Press featured a cover story on the “Girls Go Coding” program held at the Library. There was a very engaged turnout over the course of the series.
- Two new PT staff members were hired. These staffers are already familiar with the Library as they have been patrons for many years.
- The Library is now open on Thursday evenings until 9:00 pm and we are now in compliance with the NJ State requirement for evening hours.
- The Donor Wall is in place.
- There weren’t as many submissions for the Summer PhotoWall in comparison to last year; the photos were printed into large square posters and were effectively displayed on the Library walls. The prize winner was Tom Jolly.

Amendment of Budget Request: Mr. Franz stated that our circulation is good. He is asking the Board for approval of an additional \$10,000 towards collection development from unexpended 2021 funds. Ms. Miller asked if we are weak in any area and he said that we are always weak in digital given their enormous costs. One example is author Colleen Hoover who is extremely popular with long wait lists.

Mr. Metz made a motion to formally approve applying \$10,000 of the unexpended 2021 funds toward this year’s budget for collection development for a total of \$67,435 permitted in 2022, seconded by Ms. Miller. Unanimous vote of approval.

- Chimney repair: There are cracks and Mr. Franz presented bids. All vendors are insured and have NJ certification. This expenditure may put us over budget for maintenance, but the repair is needed. Mr. Metz moved that the Library engage ‘Chimney Doctor’ for the necessary repairs as per their bid submitted; seconded by Ms. Wertheim. Unanimous vote of approval.
- Mr. Franz said that any sub-committee meetings should be held on Thursdays, given the availability of more staffing.

The Friends/The Foundation updates:

- Mr. Metz stated that the Foundation, with the assistance of *The Friends* and the Library, will host a fundraising wine and cheese tasting from 7:00- 9:30 PM on Thursday, Nov. 17th. The Foundation has submitted all of the necessary permits for this.
- Gary’s Wine and Marketplace from Closter will be the vendor. Larry, the proprietor, will be the sommelier for the evening and will bring a variety of reds and whites for tastings. The logistics are very favorable to the Library. This will be a wonderful evening!
- A permit from the Board of Health would be needed when serving charcuterie boards.
- A jazz group will entertain by the bay window on the 2nd floor.
- There will be a Silent Auction. They are soliciting donations from a number of vendors with a reserve price for each item or basket.
- The Foundation is also encouraging sponsorships beginning at \$250.
- There will be a journal.
- Mr. Metz will print business cards for the Trustees and he has a written donation letter to give to a vendor.

- The cost will be \$25. per person; planning is for 100 people attending. Ticket sales will be online and at the door. (the Library has Square)
- Mr. Franz will speak with the Hillsdale Police about overflow street parking. Security also has to be finalized.
- This event is on the Agenda for the Borough Council meeting tomorrow night.
- Conrad's was suggested for a chocolate tasting.

The next regularly scheduled Library Board meeting will be on October 17, 2022. A motion to adjourn the meeting was made by Ms. DiLorenzo, seconded by Ms. Atchison. Unanimous vote of approval. The meeting officially adjourned at 8:43 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary