

## Hillsdale Free Public Library

**Board of Trustees**

**January 8, 2024**

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*In attendance were: Mary DeChiara, Elizabeth DiLorenzo, Warren Harris, Amanda Miller, Carol Schepker, Barbara Wertheim*

*Also present: David Franz, Director of the Library, Mayor Michael Sheinfield*

*Excused: William Berde, Janetta Trochimiuk*

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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 7:35 PM. A motion to approve the December 11, 2023 minutes was made by Mr. Harris, seconded by Ms. Wertheim. Unanimous vote of approval.

Public invited to speak: No one was present.

President's Report: Ms. Schepker warmly welcomed newly elected Mayor Michael Sheinfield. She thanked all Trustees, Director Franz and staff for the excellent year of activities. Lori has done a wonderful job with social media and the overall feedback from our community has been extremely positive. She expressed her disappointment at the resignation of former Trustee Al Metz. He will be greatly missed and we all wish him well. She deferred the rest of her comments to the general meeting.

Treasurer's Report: Ms. Wertheim: The library is fiscally sound. Woodcliff Lake memberships have increased considerably over projections. Other line items such as book sales and fines all have positive revenues. We are awaiting the fourth quarter Borough check. Expenditures on repairs exceeded expected allowances, but are offset by gains in other revenue sources.

A motion was made by Ms. Schepker to accept the operating bill list, seconded by Ms. Miller. Unanimous vote of approval.

Election of Officers: The Nominating Committee met (Ms. DiLorenzo, Mr. Harris and Ms. Wertheim) and presented the proposed slate of officers for 2024:

President: Carol Schepker      Vice President: Amanda Miller  
Treasurer: Barbara Wertheim      Secretary: Elizabeth DiLorenzo

Mr. Harris made a motion, on behalf of the committee, to elect this slate of officers, seconded by Ms. DeChiara. Unanimous vote of approval.

Foundation Designated Trustee: Ms. Schepker: This person shall serve a 2-year term ending on Dec. 31, 2026. She nominated Mr. Harris and he agreed to accept. Unanimous vote of approval.

Director's Report:

- Mr. Franz reiterated everyone's feelings about the resignation of Al Metz; he has been a very dedicated and hard-working Trustee for the past six years. His leadership during the library fundraiser was especially noteworthy. Mr. Franz would like to issue a certificate of appreciation; Mr. Metz joined the board in 2018. Mr. Harris seconded that, acknowledging Mr. Metz's tremendous assistance with the formation of the Foundation, his expertise in developing the Foundation documents and his tremendous drive and energy. Mayor Sheinfield will get a commendation from the Borough as well.
- Mr. Franz welcomed newly elected Mayor Michael Sheinfield.
- There are approximately 17 applications for the PT position. Starting hourly rates for Hillsdale are somewhat lower than other libraries with similar vacancies. We need staff to do more; usage has increased post-Covid. More coverage is needed on Saturdays.
- Based on Mr. Franz's calculations, 42% of all Hillsdale households utilized their library card in 2023.
- *The Friends* purchased \$5,000 worth of audio equipment. Their Fall fundraiser generated 92 donations, totaling appx. \$8,000. He reiterated the public's ongoing positive response, and he is seeing an increase from more residents seeking to organize clubs at the library.
- An Eagle Scout will be replacing the planters on the patio as his service project. A previous Eagle Scout built them around 2012.
- The Borough changed auditors. Garbarini & Co. will be closing out the library's 2023 fiscal year. Mr. Franz will solicit competing quotes for this service for the 2024 fiscal year.
- Tomorrow, there will be a heavy rain event. He will be in contact with OEM (Office of Emergency Management). He will be putting up the flood gates – door dams early and the library will close early.
- December programs and attendances were shared.
- Policies: A special interest groups policy needs to be developed. The Meeting Room policy needs to be reviewed. Other policies in need of review are Collections Development, Rules of Conduct (for the public), and Customer Service Standards (for the staff).
- Three applications for trustee positions on The Foundation Board were received.
- Mr. Franz is serving a three-year term on the BCCLS Executive Board and is volunteering as their Treasurer for 2024.
- He looks forward to a very successful 2024!

Mayor Sheinfield said that his mayoral Library Alternate will be appointed prior to the next meeting.

The Friends/The Foundation: *The Friends* and the Foundation provided \$34,839 in direct support of library programs. This does not include the new mesh chairs.

New business: No new business.

The next regularly scheduled Library Board meeting will be on February 12, 2024. A motion to adjourn the meeting was made by Mayor Sheinfield, seconded by Mr. Harris. Unanimous vote of approval. The meeting officially adjourned at 8:21 PM.

Respectfully submitted,  
*Deirdre Danaher*  
Recording Secretary