

Hillsdale Free Public Library

Board of Trustees

January 13, 2025

In attendance were: William Berde, Warren Harris, Elizabeth Leonard, Amanda Miller, Kelly Pacor, Carol Schepker, Barbara Wertheim

Also present: David Franz, Director of the Library, Jonna Davis (Mayor's Alternate), Janetta Trochimiuk (Liaison to the Council)

Excused: Elizabeth DiLorenzo

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 7:34 PM. A motion to approve the December 9, 2024 minutes was made by Mr. Berde seconded by Mr. Harris. Unanimous vote of approval.

Public invited to speak: No one was in attendance.

President's Report: Ms. Schepker expressed great satisfaction with the library's 2024 programming, and she again acknowledged the demonstrated leadership of Mr. Franz and library staff. We are grateful for the funding to support these programs from The Gayle and Paul Gross Foundation.

Treasurer's Report: Ms. Wertheim: All checks are to the usual vendors and programs. Memberships, book sales, fines, t-shirt sales and other revenue generating areas are up. Donations to the gifts account were \$22,000. There were some problems with the delivery timing from book distributors, thus the library's spending was down 10% for collections.

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

Election of Officers: The Nominating Committee (Mr. Harris, Ms. Schepker and Ms. Wertheim) met and presented the proposed slate of officers for 2025:

President: Amanda Miller Vice President: Carol Schepker
Treasurer: William Berde Corresponding Secretary: Barbara Wertheim

Mr. Harris made a motion to elect this slate of officers, seconded by Ms. Leonard. Unanimous vote of approval.

Foundation Trustee: Ms. Schepker's term has ended, Mr. Harris serves one additional year. Ms. Schepker agreed to serve another year.

Mr. Harris made a motion to renominate Ms. Schepker for another one-year term, seconded by Ms. Miller. Unanimous vote of approval.

Resolution 2025-1: A Resolution was made to give the newly elected 2025 officers authorization to sign checks.

Mr. Berde made a motion to approve this authorization, seconded by Ms. Wertheim. Unanimous vote of approval.

Director's Report: Mr. Franz:

- A Clubs Policy is needed given the growth of clubs based at the library. Mr. Franz shared a draft of said policy. A sub-committee was formed to create a formal policy regarding the establishment and support of clubs at the library. Mr. Harris, Ms. Leonard, Ms. Miller, and Ms. Wertheim volunteered.
- The Meeting Room Policy (last reviewed in 2016), Customer Service Standards (for staff, 2013) and the Rules of Conduct (for the public, 2013) all need to be revisited. Current policies are posted on the front bulletin board and on the library's website.
- Upcoming Children's Room programming: Chinese New Year - craft celebration, snowflake bookmark making in February.
- Sunday hrs., Mr. Franz polled current PT staff to work on the proposed Sunday opening, from 1 - 4 PM. No commitments thus far.
- Registration opens this week for the AARP Tax-Aide Program (tax preparation) from Feb. 11th – April 8th. Details are on a poster on the main floor and on the library's website.
- A Library Assistant staffs the Children's Room during evening hours.
- Monmouth Telecom is the telephone system that the Borough has been using for a number of years. Our phone system is internal, and the hardware is out of warranty and unserviceable should it fail. Monmouth will survey our current system/wiring and submit a proposal for a new system.
- NJ State Aid requires that Library Trustees take continuing education workshops; Mr. Franz will continue to share this information.

The Friends/The Foundation: The Foundation meeting is on Jan. 29th. *The Friends* will be meeting shortly. *The Friends* mailings continue to generate generous donations.

New Business: None

The next regularly scheduled Library Board meeting will be on February 24, 2025. A motion to adjourn the meeting was made by Ms. Miller, seconded by Ms. Pacor. Unanimous vote of approval. The meeting officially adjourned at 8:30 PM.

Respectfully submitted,
Deirdre Danaher
Recording Secretary