

BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
April 10, 2014

Present:

Barbara Chittum, Recording Secretary
Marcela Deauna, Treasurer
Thomas Neats, President
Charles (Jim) O'Dowd, Trustee Emeritus
Nelson Reynoso
Nancy Sierra, Vice President
Lucille Tendler
Christopher Tully, Council Liaison
Mary Riskind, Director
Evelyn Rizzo, Administrative Secretary

President Neats called the meeting to order at 7:40 p.m.

Notification of Public Meeting

President Neats read the report on public notification of this meeting.

Minutes

A motion was made by Mrs. Tendler, seconded by Ms. Sierra, to accept the March 13, 2014 minutes as circulated. All in favor. Motion carried.

Bills

A motion was made by Mrs. Chittum, seconded by Mrs. Tendler, to approve the April 2014 amended bill list. All in favor. Motion carried.

Correspondence

No report.

President's Report

Mr. Neats thanked the Trustees who attended the Library's *Dear Bergenfield: Greetings from World War II* program. Mr. Neats thanked and commended Mr. Reynoso, Mr. O'Dowd and Mrs. Tendler for their participation in reading letters that were written home by soldiers of World War II. He also thanked Mrs. Deauna, Mrs. Chittum, Ms. Sierra and Councilman Tully for attending in support of the Library. It was a very nice program.

Old Business

The order of business was changed to allow Bryan Meadows to give a presentation on his ESL research project.

BCCLS and Friends

The New Jersey Library Trustee Association (NJLTA) has scheduled a Trustee presentation and orientation on May 14th, 7:30 pm at the Closter Library. More details will follow.

The Friends are sponsoring another Dining to Donate on April 24th & 25th, at Tommy Fox's Restaurant. Flyers were distributed in tonight's Board packet.

Building & Grounds

Mrs. Riskind reported that there has not been a good response to the follow-up for security camera bids to date. The Borough has asked for a second RFP that matches the one previously approved by the Board. Mrs. Riskind will go back out for quotes.

A question was raised regarding the Print Management System software that was donated by the Friends. The computers for the Print Management System were turned off in error and then again due to a recent power outage and the hard drives were damaged. These computers have been repaired and steps have been taken to prevent this problem in the future.

Finance Committee

The financial summary was distributed and discussed. The checkbook balance is about \$1,500, so checks will be held until the Borough's requisition is received.

Personnel

Mrs. Riskind mentioned that Don Hansen's brother had passed away recently.

Marisa Hall, from the Children's Department, interviewed with the BCCLS Scholarship Committee.

Policy

No report.

Strategic Planning

The Strategic Planning Committee is meeting Monday, April 21st to discuss the event on June 8th celebrating the anniversary of the Philippine Independence Day. The Philippine Consulate has been invited. There will be another event in October to celebrate Philippine Heritage Month concentrating on the history and culture of the Philippines. The Committee will have a follow-up discussion regarding what goals have been achieved as stated in the Strategic Plan before the end of June.

Director's Report

Mrs. Riskind thanked everyone who participated and attended the *Dear Bergenfield* program. Mrs. Riskind sent a note to the teacher, who organized the students for the program, asking her to visit the Library and see the exhibit. She encouraged the schools to make use of the materials that have been gathered as a "primary source material." Mrs. Riskind sent thank you notes to Assemblyman Tim Eustace and Senator Robert Gordon who attended the program. Mrs. Riskind will also send a thank you note to the VFW for sending over the Color Guard.

Mrs. Riskind reported that the Library received a bequest in the amount of \$1,000 from Mildred Snyder who lived in Dumont, but loved the Bergenfield Library. Mrs. Riskind has contacted Mrs. Snyder's daughter inquiring how her mother would have liked the donation used. They agreed to use the money to purchase duplicates of popular titles that are constantly circulating, for both children and young adults, allowing them more access to the books they love but can't find on the shelf.

BCCLS is celebrating its 35th anniversary. The kick-off is "BCCLS Blue Day" on April 15th. Staff will wear "BCCLS Blue" T-shirts and there will be displays featuring books with blue covers or blue in the title. More events are planned over the summer culminating at the Friends Breakfast on October 1st. Mrs. Riskind encourages Trustees and staff to attend. Bergenfield Library was instrumental in getting BCCLS started.

Trustee Education

The Map of Library Services outlining the services the State Library offers across the State was distributed and discussed.

Old Business

See above.

The staff recognition breakfast has been rescheduled to April 30th.

New Business

No report.

Public Portion

No report.

Adjournment

A motion was made by Mrs. Deauna, seconded by Mr. Reynoso to adjourn.

Meeting was adjourned at 9:05 p.m.

Respectfully submitted,

Evelyn Rizzo, Recorder for
Barbara Chittum, Recording Secretary