

BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes May 14, 2015

Present:

Marcela Deauna, Treasurer
Christopher Langschultz, Alternate, Superintendent of Schools
Thomas Neats, President
Charles (Jim) O'Dowd, Trustee Emeritus
Laurie Phipps
Dr. Nelson Reynoso, Vice President
Jay Shiner
Mayor Norman Schmelz
Mary Riskind, Director
Evelyn Rizzo, Administrative Secretary

President Neats called the meeting to order at 7:40

Notification of Public Meeting

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

Minutes

A motion was made by Mayor Schmelz, seconded by Mr. Shiner, to accept the March 12, 2015 minutes as circulated. All in favor. Motion carried.

The April 9, 2015 meeting was not held due to the lack of a quorum. A summary of the informal discussion was included in the May packet.

Bills

A motion was made by Dr. Reynoso, seconded by Mr. Langschultz, to approve the May 2015 bill list.

Correspondence

A letter of resignation from Mrs. Riskind effective June 30, 2015 was read. The Board expressed their gratitude for all Mrs. Riskind's years of dedication and service to the Library.

A motion was made by Mrs. Deauna, seconded by Mr. Langschultz, to accept Mrs. Riskind's resignation as director of the Library effective June 30, 2015. All in favor. Motion carried.

President's Report

Mr. Neats attended the Strategic Planning Committee meeting, the staff appreciation breakfast, children's activities and the union negotiation meeting.

BCCLS and Friends

Mrs. Riskind reported that the Friends received approximately \$200 from the Amici's Dining-to-Donate fundraiser. The Friends have agreed to donate \$6,000 to the Library to be used to purchase books and an additional \$1,000 to purchase audiovisual materials. The next Friends fundraiser will be their Holiday Marketplace which will be held October 9th to the 11th and again December 10th to the 13th.

Mrs. Riskind had the pleasure of presenting Marisa Hall with the BCCLS scholarship at the System Council meeting. Marisa left the Bergenfield Library to work for the Northvale Library which will re-open June 2nd. The Northvale Library closed in 2011 due to a lack of funding from the mayor and council. The voters approved the referendum to re-open the library and make it a municipal library instead of an association library. West Orange is now added to the BCCLS consortium, making it the 77th member library in BCCLS.

Building & Grounds

Mrs. Riskind thanked the DPW for their quick response to the request for additional soil in the flower boxes. The flower boxes were built to stop soil erosion. The DPW will be re-striping the municipal parking lot Wednesday, May 20th.

Finance Committee

The financial summary was distributed and discussed.

Personnel

No report.

Policy

Revisions to the Notary Policy were distributed and discussed.

A motion was made by Mrs. Phipps, seconded by Dr. Reynoso, to approve the Notary Policy as revised. All in favor. Motion carried.

Strategic Planning

Dr. Reynoso reported on the meeting that was held on May 4th. The Committee is making progress determining which goals and accomplishments have been met. They are discussing different types of fundraisers and looking for foundations that would be interested in making donations to Library. The next meeting will be June 1st.

Director's Report

Mrs. Riskind attended a recent department head meeting at the Borough where Millenium Strategies, the grants consultants for the Borough, discussed possibilities of grants applications. The Borough is starting with items from the Capital Budget requests.

Volunteers to march at the Memorial Day parade should meet at 1:30 pm.

The Children's Department will have a table at Family Fun Day. There will be activities for children and adults. This will be an opportunity to advertise the Summer Reading Club.

BCCLS is in the process of upgrading the switch to a 24 port switch. This is outside of our regular BCCLS bill. The cost is \$825.

Mrs. Riskind is in the process of transitioning her responsibilities before her retirement.

Trustee Education

A form of suggested Annual Motions for Reorganizational Meeting was distributed. One of the motions authorizes the director to make payment of bills in the event there is no Board meeting for reasons such as recess or lack of a quorum. Discussion will follow at the June meeting.

Old Business

Criteria regarding standards for the Lucille Tendler Award was distributed. Mrs. Riskind had recently spoken to Mrs. Tendler who felt that the award should not be restricted to people connected to the library. Discussion will follow at the June meeting after the Board has a chance to review the criteria.

New Business

A comparison of elevator maintenance proposals was distributed in preparation of awarding the contract at the June meeting. Discussion followed.

Public Portion

President Neats welcomed guests from the Bergenfield Moms Facebook group. The Bergenfield Moms group started with a Facebook page and now have over 130 members. This is a forum for parents who share events and concerns with each other. They're trying to add more recreational activities and programming to Bergenfield to include working parents and need a place to meet. After a meeting with the Mayor, the Library was identified as a possible location. One of the goals of the Strategic Plan is to partner with the different groups of the community. They have been invited to the Strategic Planning Committee meeting where this will be discussed further.

A motion was made by Mr. Langschultz, seconded by Mayor Schmelz, to go into Closed Session at 9:15.

Meeting was re-opened at 10:05 p.m.

Adjournment

President Neats declared the meeting adjourned at 10:06 p.m.

Respectfully submitted,

Evelyn Rizzo, Recorder for
Barbara Chittum, Recording Secretary