

BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
November 13, 2014

Present:

Grisel Almonte
Barbara Chittum, Recording Secretary
Christopher Langschultz, Alternate, Superintendent of Schools
Thomas Neats, President
Charles (Jim) O'Dowd, Trustee Emeritus
Dr. Nelson Reynoso
Nancy Sierra, Vice President
Mayor Norman Schmelz
Christopher Tully, Council Liaison
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 Dr. Reynoso, to accept the October 9th, 2014 minutes as circulated. All in favor. Motion carried.

Mayor Schmelz administered the Oath of Office to Grisel Almonte, who was appointed to the Board of Trustees to fill Mrs. Tendler's unexpired term of office.

Bills

A motion was made by Ms. Sierra, seconded by Mrs. Chittum, to approve the November 2014 bill list. All in favor. Motion carried.

Correspondence

No report.

President's Report

Mr. Neats welcomed Mrs. Almonte to the Board of Trustees. Mr. Neats also thanked Mrs. Deauna and Mrs. Almonte for their help with the Filipino celebration. Mr. Neats summarized the programs he attended at the NJEA Conference, which he found relevant to libraries. He attended several Story Time programs at the Library. He reported that Northvale approved to municipalize their library to rejoin BCCLS.

BCCLS and Friends

The Friends Dining-to-Donate fundraiser is at Matthews Diner on November 18th - 20th. The Friends will receive 20% of the total amount raised. The Friends received almost \$1,000 in honor of Lucille Tendler. Their annual meeting is on December 4th at 12:30 here at the Library. Trustees are welcome to attend. The basket raffle drawing will take place at 12:00 before the annual meeting.

Building & Grounds

Discussed under Old Business.

Finance Committee

The financial summary was distributed and discussed.

Personnel

Mrs. Riskind reported that Catherine Guido, a part-time library assistant from the Children's department, has resigned to accept a full-time position with the County.

Policy

The Video Surveillance Policy was distributed and discussed.

A motion was made by Mr. Langschultz, seconded by Mayor Schmelz, to approve the Video Surveillance Policy and approve posting on the Library's website. All in favor. Motion carried.

Mrs. Riskind will review the policy with our attorney, Eric Steinberg, before it is posted on the website.

Strategic Planning

The Filipino Celebration completes the Strategic Planning Committee's events for this year. A new committee will be selected for the upcoming year. Discussion followed regarding future programs.

Director's Report

Mrs. Riskind summarized the PR Committee meeting with staff on Constant Contact, the new BCCLS listserv. As staff was discussing the use of Constant Contact, they tried to decide what makes Bergenfield Library unique. We may not have certain services that other libraries offer, but we do have a very good staff. We're trying to come up with a "brand" for the Library.

Trustee Education

The BCCLS Advocacy Committee Trustee Info & Action flyer was distributed and discussed. The flyer talks about Trustees being proactive year round, not just at budget time, which our Strategic Planning Committee does. Discussion followed.

Old Business

The Capital Budget needs to be updated. The Board took a tour of the Young Adult area. The YA room is extremely overcrowded after school. Marisa Hall of the Youth Services department described the needs of YA's and expressed hopes for a redesigned area that would provide YA's more space better suited to their activity and interest level. A more suitable design would also cut down on the amount of noise coming from the YA room, allowing other patrons a quieter space.

New Business

The proposed 2015 Budget was circulated by mail. Discussion followed.

A motion was made by Mr. Langschultz, seconded by Dr. Reynoso, to approve the financial budget that was submitted to the Borough. All in favor. Motion carried.

The West Orange application for BCCLS membership was presented for Board approval. Mrs. Riskind recommended voting in favor of the application.

A motion was made by Mr. Langschultz, seconded by Mrs. Chittum, to approve the application from West Orange to join BCCLS. All in favor. Motion carried.

Public Portion

No report.

Adjournment

A motion was made by Ms. Sierra, seconded by Mrs. Chittum to adjourn.

Meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Evelyn Rizzo, Recorder for
Barbara Chittum, Recording Secretary