

BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

Minutes
May 10, 2018

Present:

Thomas Neats, President
Barbara Chittum, Recording Secretary
Laura Michelson
Laurie Phipps
Dr. Nelson Reynoso, Vice President
Jay Shiner
Thomas Lodato, Council Liaison
Allison Moonitz, Director
Evelyn Rizzo, Administrative Secretary

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

Notification of Public Meeting

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

Minutes

A motion was made by Mr. Shiner, seconded by Mrs. Phipps, to accept the April 12, 2018 minutes. All in favor. Motion carried.

Bills

A motion was made by Mrs. Chittum, seconded by Dr. Reynoso, to approve the April 12, 2018 amended bill list. All in favor. Motion carried.

Public Portion

Russell Hammond, one of our part time Library Assistants in the Circulation department, attended for a portion of the meeting.

Correspondence

An invitation from the Clinton Avenue Reformed Church was read. Rev. Ennis is inviting Library staff, trustees and friends to attend their Sunday, May 20th worship service where the church will honor the Library for its Centennial anniversary. The service will be held at 10:00 am followed by a reception.

President's Report

Mr. Neats attended several children's story hours and the May 5th Centennial Celebration at the Knights of Columbus Hall in Dumont. Mr. Neats thanked Dr. Reynoso and everyone on the Centennial committee for making this event such a success. The Roy Brown Middle School jazz band did a fantastic job. Mr. Neats also thanked Mr. Lodato for accepting the 2017 Lucille Tendler Community Service Award for his brother, James.

BCCLS and Friends

The Friends were busy with preparations for the May 5th Centennial Celebration's silent auction.

A flyer describing how BCCLS delivery is funded was distributed and discussed. BCCLS has started researching the possibility of having a BCCLS specific delivery service. Discussion followed regarding the cost for a BCCLS specific delivery service and the impact for each library.

Building & Grounds

There were a few leaks in the ceiling of one of the quiet study rooms a few weeks ago due to all the rain. The roof is still under warranty and was finally repaired on May 9th.

There have been problems with the computer panel that controls the HVAC unit for the administration and ESL areas. Trane is scheduled to come for service on May 21st.

Ms. Moonitz summarized a landscaping proposal from Country Green Landscaping for the Anderson Avenue entrance to the building. This is where many of the kids congregate after school and the lawn has been trampled. Country Green suggests planting a row of forsythia by the entrance of the building to act as a hedge in an effort to block

the path the kids have made and put down more seed. Country Green also proposes to put down mulch by the barren areas near the parking lot and the bike rack. The cost for this proposal is \$1,500.

A motion was made by Mrs. Phipps, seconded by Ms. Michelson, to approve Country Green's landscaping proposal as described above. Discussion followed.

Mrs. Phipps withdraws her motion in light of the discussion of other ideas. Ms. Moonitz will explore different options that were suggested such as a short wall, park benches and/or pavers for that area. There was a suggestion to possibly sell stamped pavers or bricks which could act as a fundraiser as well. More information will follow at the June meeting.

Finance Committee

The financial summary was distributed and discussed.

Centennial/Strategic Planning

Dr. Reynoso reported that the Library's *Walk Through Time* Centennial Celebration was a great success. He thanked Ms. Moonitz for all her hard work and for doing a fabulous job to make this event such a successful. A total of 150 people attended the event. The oral history project is moving along. There are still a few outstanding balances, but the Friends raised a total of about \$16,000 which excludes the 50/50. The Friends plan on using monies raised to go for something of a visible presence in the teen room. The Centennial committee will have a debriefing meeting on Monday, May 21st. The next Centennial related event is the Birthday Block Party on June 24th.

The new Strategic Plan will be the next phase. Several people from the Centennial committee are interested in participating with the Strategic Planning committee. A project proposal for developing the new Strategic Plan for the years 2019 – 2024 was distributed. A check for \$300 was received as part of the LibraryLink NJ Project Management Series for 2018 which is meant to subsidize the purchase of refreshments for focus group participants.

Personnel

The full time vacancy has been posted. We have received 7 applications to date. Interviews will begin in June with an anticipated start date of July 1st.

Policy

No report.

Director's Report

The Board had already approved opening the building for 1 day, Sunday, August 26th, for the 2018 Comic Con event. Due to the increase of activities planned for this year's event, Bobby Huber, our YA coordinator, is now asking to open the building for an additional day, Saturday, August 25th.

A motion was made by Ms. Michelson, seconded by Mrs. Chittum, to authorize opening the Library for Saturday, August 25th which includes the previously approved date of Sunday, August 26th for the 2018 Comic Con event. All in favor. Motion carried.

Please let Ms. Moonitz know if anyone is interested in marching in the Memorial Day Parade with the Library.

The Borough allocated a small portion of money for special Centennial related programming. Part of the money is going to be used for a family friendly concert at Coopers Pond in September. We are also in the process of finalizing an author talk and book signing with New York Times author, David Grann on Sunday, Nov. 4th. David Grann is the author of *The Lost City of Z* and *Killers of the Flower Moon*. He also has a new book coming out in the fall. This event will be held in the High School auditorium due to the anticipated attendance and will be free and open to the public.

Trustee Education

A flyer regarding Per Capita Aid was distributed.

Old Business

No report.

New Business

No report.

Adjournment

A motion was made by Dr. Reynoso, seconded by Mr. Shiner, to adjourn the meeting. Meeting was adjourned at 9:10 pm.

Respectfully submitted,

Barbara Chittum

Evelyn Rizzo, Recorder for
Barbara Chittum, Recording Secretary