

Hillsdale Free Public Library
Board of Trustees Meeting

January 9, 2006

In attendance: Dr. Elliott Lichtstein, Kim Kralik, Mayor's Alternate, Karyl Lynn, Nancy McKerahan, Gary Weir

Also present: David Franz, Director of the Library, Donna Chapman, Council Liaison

Excused: James Borowski, Paul Gross, Allen Saslowsky

Gary Weir, President, 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 7:45PM. Mr. Lynn moved to approve the December minutes, Mc. McKerahan seconded. Unanimous vote of approval.

A motion to approve the minutes from the closed session December 26, 2005 was made by Mr. Lynn, seconded by Ms. McKerahan. A motion was made to approve the minutes from the closed session of December 29, 2005 by Ms. McKerahan, seconded by Mr. Lynn. Unanimous vote of approval for both sets of minutes.

Nominating Committee: Mr. Lynn: The sub-Committee met and agreed to nominate Gary Weir for President, Dr. Elliott Lichtstein for Vice-President, Nancy McKerahan as secretary and James Borowski as Treasurer. The Board, with a unanimous vote of approval, approved this slate of officers for 2006.

President's Report: Mr. Weir said that everyone will be receiving a performance evaluation form for Mr. Franz.

Treasurer's Report: The treasurer was excused, and Mr. Franz stated that the Library is fiscally sound. We have \$30,000. in our checking account.

Operating Bill List: (see attached) The Database V capital charge gives us access to various full-text online databases.

Director's Report: Mr. Franz is following up on the pay-to-play procedures. He has to send paperwork to vendors that exceed contracts of \$17,500. Shelving has been installed on the 3rd floor. Mr. Franz will follow up on the lawn sprinkler contract. Adobe Acrobat has been installed which will enable the Board minutes to be posted on the Library website. Mr. Franz will be participating in an ultra-marathon as a fundraiser for the Library and he will be soliciting pledges from Hillsdale residents and businesses. It will be in conjunction with Hillsdale Day. Mr. Weir said it was commendable that Mr. Franz was doing this as a fund raiser on behalf of the Library. Dr. Lichtstein asked if there has been any recent communication with Woodcliff Lake and there hasn't been. Ms. Chapman asked about a Girl Scout group that uses the Library. Mr. Weir asked how an outside agency or person doing a workshop at the Library advertises and Mr. Franz said that as long as the workshop is open to the public, a flyer can be posted at the desks. Movies that are shown come from our own collection. 29 bricks have been sold, 11 remain.

Construction Update: DiCarolus has been very responsive and has attended all of our construction meetings. They did order a wider 4' door and it should arrive this week. Work should be completed by the end of January and then once we receive the final CO, we can re-open the 3rd floor. Mr. Lynn asked

about the chipping cement on the patio. It was caused by the salt carried on pedestrians' shoes when the concrete was curing last year.

Construction bills: DiCarolus Assoc. bill is for the fire doors, a third of the total cost; N. Farro Contracting is for the parking lot paving. A motion to pay the bills was made by Ms. McKarahan, seconded by Dr. Lichtstein. Unanimous vote of approval.

The Friends are fiscally sound and ready to assist with programming for the coming year.

Ms. Donna Chapman said that she is delighted to be coming to the Library Board as the Council's new liaison and the Board warmly welcomed her participation.

A motion to have the Board go into closed session was made by Ms. McKarahan, Mr. Lynn seconded. Unanimous vote of approval. The Board went into closed session. Ms. McKarahan moved to go back into open session, seconded by Mr. Lynn.

The Board received a letter about the Library's address from Mr. Simpson. Dr. Lichtstein asked about the Library signage. Mr. Franz will follow up with Keith in the Borough Office.

A motion to adjourn the meeting was made by Mr. Lynn, seconded by Ms. McKarahan. The meeting officially adjourned at 8:26PM. The next Library meeting will be February 13, 2006.

Respectfully submitted by:

Deirdre M. Danaher

Recording Secretary