

**Hillsdale Free Public Library**  
**Board of Trustees Meeting**

**February 13, 2006**

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In attendance: Dr. Elliott Lichtstein, James Borowski, Kim Kralik, Mayor's Alternate, Karyl Lynn, Paul Gross, Allen Saslowsky, Gary Weir, Marie Hanlon.

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

Excused: Nancy McKerahan

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 7:32 PM.

Corrections to the minutes: 29 fundraising bricks have been sold. Ms. Chapman is the Council Liaison, not the Mayor's liaison. Marie Hanlon moved to approve the January minutes with those corrections, Mr. Lynn seconded. Unanimous vote of approval.

President's Report: Mr. Weir thanked everyone for sending in the Director's reviews. During the Budget Council meeting, Mr. Franz said that he only wanted a 2% raise and Mr. Max Arnowitz said that he is entitled to and deserved the full % increase in keeping with the rest of the staff raises.

Treasurer's Report: Mr. Borowski: The Library is fiscally sound. The list of the last checks for 2005 is attached to the annual report. Mr. Franz clarified several line items.

Director's Report: Mr. Franz: The Library Board minutes are now available on the website. He distributed Hillsdale Library mugs. They might be a nice give away for the grand opening. Some have been distributed to the staff. They eventually will be sold for \$4. Circulation is very robust. In 7 hours we circulated 888 items just prior to the snowstorm. The Annual Report (see attached) was reviewed and discussed. Mr. Franz made note of a comparison of our Library against NJ State averages for circulation, budget and per capita. We have a wonderful track record! Our staff is very supportive and has contributed greatly to this. Ms. Kralik suggested that a press release go out. Mr. Lynn said that Mr. Franz and his staff deserve all the credit. Our Children's Room ranks 6<sup>th</sup> among BCCLS libraries in terms of circulation. Mr. Franz wants to expand the amount of shelving in the children's room. The new glassed in room is mostly for Story Hour and future children's programming. Mr. Franz suggested that a muralist paint several canvases to decorate that room. The week of the April 3<sup>rd</sup> – 8<sup>th</sup> is National Library Week, a grand opening during that week would be appropriate. We could time it with a "fine amnesty week" and this would be a good way to encourage people to come back to the Library. Montvale does a food for fines week, food donated to a local food pantry. As our circulation increases, our fine rate increases. \$19,000 in fines was collected last year. Presently, our Hillsdale Library computers are unfiltered. Our current computer policy says that staff may interrupt and end a session if the computer is used in an inappropriate manner. Filter effectiveness depends on the sophistication of the filter. The Patriot Act has not been discussed by the board, however, the federal government is presently revisiting this. Once the third floor is reopened, supervision of computer use may be an issue as those computers won't be observed as much. Ms. Chapman suggested Google's *moderate safe search* which screens out certain Google image searches. This would be an appropriate move for the children's library computers. Mr. Gross suggested that this should be implemented quickly in the children's room. At the high school, the students are savvy in getting around certain restrictions. Dr. Lichtstein said that the high-school laptop computers are more locked-down this year and students were unable to reach legitimate sites. Mr. Weir will form a committee to review all of these policies. Mr. Gross asked about

groups meeting here. We are not near capacity yet; are we promoting it? Mr. Franz said it is promoted in the newsletter. The Boys and Girls Scouts do meet here. Thursday nights are prime library programming times; ESL classes will be meeting here on Tuesdays. Mr. Weir asked if there are any movies planned for President's Week. Laura is planning a "beach night" for next week. Ms. Hanlon asked about a calendar for room availability. There is a Master schedule available at the front desk and the room calendar will be added to the web page in the future. A thank you letter from the 3<sup>rd</sup> grade classes of Meadowbrook was distributed.

Construction: Mr. Franz: The 4' door has been installed. The accordion door was installed. A few issues still have to be resolved between the building inspector and the architect. Mr. Gross asked when we could expect a CO for the 3<sup>rd</sup> floor and Mr. Franz hopes that it will be by early March. Picture frame molding will be hung to display various artwork around the Library.

Mr. Gross asked who would be spearheading the Dedication Ceremony. Mr. Franz will be the MC. Please consult with the Mayor to see what dignitaries will be invited. On February 27<sup>th</sup>, there will be a Dedication Committee meeting pending the CO from Michelle at 7:30p.m. at the Library.

Construction Bill List: (see attached) 3 bills for a total of \$13,303.57. The Board asked for some clarifications: # 118 and 119 Dr. Lichtstein made a motion to approve bills #118 and 119, Mr. Borowski seconded. Unanimous vote of approval.

Mr. Gross asked if we could add additional bricks on another wall. Dr. Lichtstein suggested putting bricks down on the patio. Mr. Franz suggested a walkway. Mr. Gross suggested calling Glen-Gery Bricks and see if bricks could be plastered over the existing cement wall. He is also suggesting *The Friends* take over the fundraising efforts and restructure the amounts of donations toward higher amounts. *The Friends* hope to have a meeting the week of Feb. 27<sup>th</sup> to address their fundraising. Mr. Gross feels that the bricks should be an on-going fundraising effort and not closed with the end of the capital campaign. Mr. Franz said we should look at various esthetically pleasing locations around the Library.

Landscaping: Several sprinkler bids have been considered. The final landscaping hasn't been decided upon, but the bed layout has been designated. Dr. Lichtstein moved that we contract with Rainflow for the sprinkler system installation, Mr. Borowski seconded. Unanimous vote of approval. The cost for the sprinklers will be \$4,590.

There is \$11,380 in our capital campaign, approximately \$4,000 was raised from the brick sales.

Mr. Gross asked about fencing along Hazelwood. The town was supposed to put up a fence between a neighboring house and the parking lot. Mr. Gross suggested that we make a formal request to the Town Council to finish the fencing before the opening ceremonies.

*The Friends* will handle the pledges for the ultra-marathon that Mr. Franz is running in September. Mr. Franz will be running this marathon to benefit the Library and the scholarship fund of the Bergen County Cooperative Library System.

Mr. Weir formally thanked Mr. Gross for his magnanimous fundraising efforts. Mr. Gross spearheaded the Library capital campaign that, to date, has raised \$197,000.

A motion to adjourn the meeting was made by Mr. Lynn, seconded by Mr. Borowski. The meeting officially adjourned at 8:47 PM. The next Library meeting will be March 13, 2006.

Respectfully submitted by:  
*Deirdre M. Danaher*  
Recording Secretary