

Hillsdale Free Public Library
Board of Trustees Meeting

March 19, 2007

In attendance were: James Borowski, Marsha Demarest, Kim Kralik, Dr. Elliott Lichtstein, Allen Saslowsky, Gary Weir

Also present: David Franz, Director of the Library, John Sapanara, Council Liaison

Excused: Marie Hanlon, Paul Gross, Warren Harris

Mr. James Borowski, Vice 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 7:35 PM. Dr. Lichtstein made a motion to approve the February minutes, Allen Saslowsky seconded. Unanimous vote of approval.

President's Report: The President could not be at this evening's meeting.

Treasurer's Report: Dr. Lichtstein: The Library is fiscally sound. Mr. Franz informed the Board that the Library received the Borough's first quarterly check and there is approximately \$60,000 in the bank.

Operating Bills: 2 additional bills not appearing on the bill list, one for Staples and one for Christine Mungo, muralist. Mr. Franz and Ms. Hanlon met with some members of the Borough Finance Committee and we adjusted our maintenance line by \$10,037 as a charge back to the borough in accord with the DPW. Mr. Sapanara said that the Borough is considering contracting out interior cleaning services to private companies. He asked the Board what they felt about the present cleaning services. Board members are very pleased with the services of Chris Wheeler and other DPW employees.

The parking lot was discussed. Dr. Lichtstein is concerned about digging up the parking lot and putting down gravel. The drains empty into the brook and when it floods, the drains back up right into the parking lot. Mr. Sapanara said it has not been litigated. The Borough has talked to many politicians at the State and Federal level; there has been no change in FEMA's position. About 15 parking spaces at the SE corner will be covered with gravel. The State said that paver blocks with grass in between would suffice, but the federal government did not agree. Mr. Sapanara said he will re-visit the problem with State level officials, but most of the problem lies with the federal government. There will be a problem with snow plowing. Mr. Borowski suggested that the Board decline to participate in helping pay for expenses on the basis of the Library having returned a substantial amount money intended for construction activities. Ms. Demarest suggested that the concern for safety should also be included in that letter. Mr. Borowski asked if the Borough would see how much it would cost to litigate and Mr. Sapanara will look into this. The Board feels that it will create an unsafe situation. Dr. Lichtstein suggested that a petition would be a good way to develop a ground swell of support. Mr. Franz feels that this should be done in conjunction with the Borough and Mr. Sapanara will meet with the Borough attorney to discuss the Board's concern. A motion was made by Mr. Borowski to express that the board declines to assist financially in the required parking lot work, having released the remaining monies (bond) \$97,000 which could have been earmarked for such purpose. Mr. Weir seconded. Unanimous vote of approval. Mr. Sapanara stated that he could report this back to the Council and Borough Administrator.

Director's Report: (see attached) Mr. Franz:

- Mr. Franz revised the "One Day Hillsdale" flyer. This will be included in the April newsletter.
- Mr. Franz spoke with the landscaper about his pricing. Ms. Kralik asked if our budget is too low. Dr. Lichtstein suggested that a note be put into the next Library newsletter seeking a landscaper, list the proposed budget, and see who is interested. Mr. Franz had previously solicited all of the landscapers listed on the Borough's website and received 5 bids. Dr. Lichtstein will pursue a lead. The landscaper must have a NJ business license to meet with bidding regulations.
- The photocopier contract is being considered. Mr. Franz explained the current agreement with Continental Copy and presented 3 proposals for a leased digital color copier. ProCopy is the company with the best offer. Ms. Demarest made a motion to enter into a contract with ProCopy photocopier service, Mr. Weir seconded. Unanimous vote of approval.
- Mr. Franz said that Laura and the other staff have had behavior issues with some students, particularly 8th graders. Ms. Kralik asked about supervision on the 3rd floor during the afternoon hours. Mr. Franz and Laura are up there during the late afternoon hours from 3 – 5:30; some plain clothes police are periodically there as well. Mr. Sapanara asked what if it gets to the point that it goes beyond the scope of supervision for Library staff? The staff are instructed to call the police immediately if they feel threatened or witness patrons threatening other patrons. Mr. Franz said cell phones are a problem. Mr. Borowski said that there is a device that can block all cell phones in a Library. Mr. Saslowsky said that if it is the same students, perhaps they shouldn't be allowed in.
- Ms. Kralik asked about skateboarding, it has not been an issue. Mr. Sapanara asked about sleigh riding and there are occasional kids there.
- Mr. Borowski asked about the exterior lights that are still on late at night. Mr. Franz will check the tabs again.

New Business:

- *The Friends* will hold a Friends Recognition ceremony at the Library on Sunday, April 29th at 2 PM; Bob Hewitt will be honored.
- Mr. Sapanara said that the borough council was very pleased with the Library Board's Annual Report.
- On March 27th, the Library will be receiving awards for the Teen website and for best use of print media. Mr. Franz has also been asked to give a presentation at the Parsippany Library on how we use blogs, Flickr etc. to reach the public and teens.
- Mr. Franz spoke about the upcoming workshops, i.e. author Mary Jane Clark's talk this coming Sunday.

The next Library Board meeting will be on April 9, 2007. Dr. Lichtstein moved to adjourn the meeting, Mr. Borowski seconded. The meeting officially adjourned at 8:43 PM.

Respectfully submitted by:
Deirdre M. Danaher
Recording Secretary