

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

**December 10, 2007**

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In attendance were: James Borowski, Marsha Demarest, Marie Hanlon, Warren Harris, Kim Kralik, Allen Saslowsky, John Sapanara, Gary Weir

Also present: David Franz, Director of the Library

Excused: Dr. Elliott Lichtstein

Ms. Marie Hanlon, 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 7:33 PM. Mr. Borowski made a motion to approve the November minutes, Mr. Harris seconded. Unanimous vote of approval.

Public comments: There were no public comments.

President's Report: Ms. Hanlon: The Nominations Committee for Officers: Marsha Demarest and Warren Harris will serve on this committee. No officer can serve for three consecutive terms and Mayoral representatives cannot serve.

Treasurer's Report: Mr. Borowski (VP) asked what the savings rate at Commerce Bank is. Mr. Franz said it is somewhat equivalent to a CD, at about 4.5%. We don't anticipate receiving the Borough's cash support check until near the end of the first quarter. Mr. Franz went over line items and we are approximately at \$30,000 over our budgeted income from net lender reimbursement, among other net income producing items such as book sales, fines etc. Motion to accept the Treasurer's Report was made by Mr. Saslowsky, seconded by Mr. Borowski. Unanimous vote of approval.

Bill List: There will be a year end report issued in a few weeks. The Auditor will come when they audit the borough's books.

Director's Report: Mr. Franz (see attached): Mr. Franz directed members to note the meeting dates for 2008. Board members approved those dates as written. They will be transmitted to the newspaper of record and the Borough clerk. Mr. Franz received a thank you letter from The Pascack Art Association; 36 artists were represented at the show. Ms. Kralik asked about artisans showing and Mr. Franz asked that the artist complete a request form from him. The Hillsdale Hawks football team has won 59 games and lost 1 game in the past 6 years (this is the current 8<sup>th</sup> grade class). Mr. Sapanara suggested that the plaque be displayed in the Library and he encouraged the 400 students and their parents in this sports program to visit the Library to see it. Mr. Franz read a note from a Library constituent who questioned the wording of "adopt-a-shelf" vs. "sponsor-a-shelf". Mr. Franz will follow up on this. The hot water coil was repaired. John Costello will paint the meeting room and other Library areas for

part of his Eagle Scout project. It will be supervised by his father and there will be plenty of drop cloths.

Mr. Franz shared information about various proposed legislative bills having to do with Libraries.

He also distributed copious notes from the BCCLS (Bergen County Cooperative Library System) Strategic Planning Session from July 11, 2007 discussing the future of BCCLS. Mr. Robert White has been the Director of BCCLS for over 20 years and planning for the transition to his eventual replacement was one item for discussion. The general public views BCCLS as a county system and they make personal comparisons of lending policies among the 75 libraries. There is some confusion as to what BCCLS does. Mr. Franz frequently meets with other Library Directors. He welcomes Trustee input and asks that if there are any questions, please bring them up at future Board meetings. With the current Unicorn software system, any borrower who returns an overdue item taken from another Library pays a fine based on the lending library, not the Library that one returns it to. However, the money goes to the collecting Library with the exception of damaged items, which then go to the lending library.

Mr. Weir asked about "The Day in Hillsdale" book, there are two copies left. Ms. Hanlon suggested that we order more. Approximately 50 copies in total were sold. Ms. Kralik asked if it could be an annual fundraiser. The books are currently sold at cost. Mr. Franz said he would explore similar ideas in the future. The MP3 players have not been utilized too much; Mr. Franz will put up a sign to promote their usage again.

Homebound Delivery: Mr. Franz asked the Board members to read the press release about this forthcoming Hillsdale Library initiative. Presently, volunteers assume their own car insurance coverage. Most libraries currently doing this don't have volunteers sign a release. Ms. Hanlon compared it to Meals on Wheels and what they do. Ms. Demarest suggested that everyone sign some type of release. A discussion ensued. Mr. Weir suggested that it be made clear to volunteers that they are covered by their own car insurance only.

Library Advisory Board: Community members who expressed interest in serving on this board have come to Mr. Franz and he will be setting up a meeting with them shortly. Ms. Hanlon suggested that we put this on the agenda for January. Mr. Franz will give them a list of areas that would enhance the Library's usage for their discussion.

*The Friends:* Mr. Weir: *The Friends* met and approved \$4,000 in funding for digitizing the Hillsdale Herald with some of that hopefully getting sponsorship. *The Friends* meet the first Monday of every month and are always seeking more active members. Ms. Hanlon suggested that we need to energize the group and seek ways to swell the membership.

New Business: Mr. Franz: The recent book sale brought in \$900. split between the American Legion and the Friends. A very sincere thank you was extended to John Sapanara for his hours of volunteer service. A large number of books were donated to PHVS's Winter Wonderland, to the city of Patterson and a number were sent to the troops overseas. The Board read Mr. Paul Gross' letter of resignation. A heartfelt letter of thanks was sent to Mr. Gross in recognition of his dedicated years of service to the Library. Mr. Weir suggested some way to honor his years of service when he comes back to a meeting as a public member in the Spring.

In January, the Board will revisit the Meeting Room Policy.

The Internet Filtering Policy will also be on the January agenda.

Ms. Hanlon asked to have the camera usage on the January agenda.

Ms. Kralik thanked all Board members and said she truly enjoyed her tenure on the Board.

Ms. Hanlon thanked all the Board members for their dedicated support and Mr. Franz for his wonderful leadership.

Mr. Franz asked the Board for their authorization to give gift cards to all of the Library employees as this has been tradition since 2001. Ms. Hanlon will get Commerce Bank gift cards. Mr. Weir made a motion to have Ms. Hanlon purchase them, Ms. Demarest seconded. Unanimous vote of approval.

The next Library Board meeting will be on January 14, 2008. Ms. Kralik made a motion to adjourn the meeting, Ms. Hanlon seconded. The meeting officially adjourned at 8:30 PM.

Respectfully submitted,  
*Deirdre M. Danaher*  
Recording Secretary