

Hillsdale Free Public Library

Board of Trustees Meeting

February 11, 2008

In attendance were: James Borowski, Marsha Demarest, Marie Hanlon, Warren Harris, Dr. Elliott Lichtstein, John Sapanara, Gary Weir

Also present: David Franz, Director of the Library, Andrew Weinstein, Council Liaison

Excused: Rod Capawana, Alan Saslowsky

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 7:36 PM. Mr. Weir made a motion to approve the January minutes, Mr. Harris seconded. Unanimous vote of approval.

Public comments: There were no public comments.

President's Report: Ms. Hanlon: Ms. Hanlon would like a photograph taken of the whole Library Board to put on the Library website. The # 509 has been visibly posted on the Library. Ms. Hanlon encourages Board members to attend the September conference and Mr. Franz will inform members when publicity becomes available.

Treasurer's Report: Dr. Lichtstein: The Library is fiscally sound. Dr. Lichtstein spoke at the Borough budget meeting and the Library will be funded appropriately. We will have an increase of \$14,000 of increased support to our budget. Our revenues from Woodcliff Lake have dropped over the last several years and we have less membership from there.

Mr. Franz directed members to the operating accounts budget actual vs. budgeted and reviewed several line items.

Bill List: The January bill list was presented and reviewed. Unanimous vote of approval.

Director's Report: Mr. Franz (see attached): Mr. Franz is serving on two BCCLS committees. Tomorrow night there will be an author's talk by Alan Weisman and on March 22nd Greg Weldon will be featured.

- Annual Report: (see attached) Mr. Franz is still awaiting the final budget report from the Borough. Mr. Franz took members through a detailed review of the 2007 Annual Report. Mr. Sapanara asked about a count of visitors, not necessarily borrowers. There is a counter installed but presently, it is not working properly.

Meeting Room Policy: (see attached) Mr. Weir distributed the policy with changes. Three changes noted: 5th bullet is new (artistic nature), 6th bullet (may not have mandatory attendance sheets), 9th bullet (made by a for-profit business was struck from the policy). A motion to approve this policy was made by Ms. Demarest, seconded by Mr. Harris. Unanimous vote of approval. Mr. Weir asked that if any businesses were originally turned down, to please issue them this policy for re-consideration.

Dr. Lichtstein spoke about surveillance cameras and suggested that we do our own purchasing and installation which would be much less than hiring a company. The Maywood Library went out to bid for 7-8 cameras at a cost of approximately \$14,000. Mr. Franz said that our town Police Chief had no

particular recommendations but stated that it would be a welcome addition to the Library's safety and security. Dr. Lichtstein spoke about system capabilities and because we are a three-story building, it allows for security when staff may not be available on a particular floor. It would capture video, and signage would inform the public to its existence. Wireless cameras seem the most feasible. Mr. Weir suggested that Dr. Lichtstein and Mr. Franz put together a proposal and bring it to the next meeting for discussion and approval.

The Friends: Mr. Franz asked Mr. Weir to please thank *The Friends* for digitalizing the Hillsdale Herald from 1951 – 1956. The Hillsdale Local will now be digitalized. Originals are in the local History room and go into acid free boxes. *The Friends* are sponsoring the Hillsdale 5K run in mid-March.

New Business: Mayor Sapanara said that a neighboring library has a rack of preview books and galleys and noted that those items are quite popular. The American Legion gave two certificates to dedicated Library volunteers.

The next Library Board meeting will be on March 10, 2008. Mr. Borowski made a motion to adjourn the meeting, Mr. Weir seconded. The meeting officially adjourned at 8:35 PM.

Respectfully submitted,
Deirdre M. Danaher
Recording Secretary