

## Hillsdale Free Public Library

**Board of Trustees Meeting**

**September 8, 2008**

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In attendance were: Barbara Abolafia, James Borowski, Warren Harris, Marie Hanlon, Dr. Elliott Lichtstein, Gary Weir

Also present: David Franz, Director of the Library

Excused: Rod Capawana, Marsha Demarest, Mayor John Sapanara, Allen Saslowsky

Mr. Borowski, 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 7:34PM. Mr. Harris made a motion to accept the June minutes, Dr. Lichtstein seconded. Unanimous vote of approval.

Public Comments: Mr. Ed Sapp was in attendance, but had no comments.

President's Report: Mr. Borowski welcomed everyone back from summer vacation and he introduced Ms. Barbara Abolafia, our new Library Board Trustee. He deferred his comments to the general meeting and to the Treasurer.

Treasurer's Report: Dr. Lichtstein said that the library is fiscally sound. There are some increases in expenditures which are offset by fines and Woodcliff Lake memberships. Board members reviewed the library's fiscal report from January through September 2008. We are awaiting our quarterly support check from the borough.

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

- Mr. Franz welcomed all Board members back. Mr. Franz took the Board members to the mechanical room to show them water seepage that occurred in the stairwell outside of and into the mechanical room. Some sheetrock will be replaced in the Storytime room. Gutter guards have been installed and Mr. Franz will look into hiring someone to snake the drains. Dr. Lichtstein said that there needs to be yearly maintenance cleaning out the gutters. Mr. Franz will also get a quote for an awning over the side of the building.
- Hillsdale Day is Sept. 20<sup>th</sup>. New Library cards will be available; mugs and other items will be on sale and all Trustees are welcome to come to the table and greet our residents.
- Woodcliff Lake confirmed that they will reimburse their residents \$275. (residents will pay \$175. out of pocket). Mr. Franz invoices Woodcliff Lake monthly.
- BCCLS and Robert White negotiated a good price through Ingram Book Co. for immediate book purchasing at 43.5% discount with a better fulfillment rate than Baker and Taylor. They offer free shipping from their PA warehouse. There is a charge for shipping from their warehouse in TN.
- BCCLS Trustees Education Committee notices were sent to all members, Oct. 2<sup>nd</sup> and Oct 7<sup>th</sup> in nearby libraries.
- Mr. Franz thanked Mr. Weir for organizing the Friends of the Library Film Festival.
- Mr. Franz thanked Dr. Lichtstein for installing three wireless routers throughout the Library.
- Two reports from Cindy and Laura were also provided. 20 boys joined the teen summer reading program. 60 teenagers registered in all. Dr. Lichtstein suggested that the teens get a certificate

of participation. Overall, nearly 500 students participated in the children's summer reading program.

- In July 22,000 items were circulated, our highest rate ever! Reciprocal circulation has greatly increased and we are profiting from net lending. Praise was accorded to all of the Library staff for their courtesy and assistance to patrons. Dr. Lichtstein said this is all credited to Mr. Franz's directorship.

Our budget is tied to real estate sales; we anticipate that our new budget will remain the same. The next convention for library trustees will be in the Spring 2009 and Ms. Hanlon highly recommends our Trustees participation.

Internet Filters: Mr. Harris: He looked at "Safe Eyes", a filtering system that would be used for the Children's Room. Mr. Franz said that it allowed Library catalogue searches with no issues. However, it blocked *You Tube* and *Flickr* automatically. He is not sure how staff can override it yet. Customer service was very responsive. Mr. Franz will install it on one children's computer on a trial basis.

*The Friends*: Mr. Weir: *The Friends* raised a lot of money and they distributed over \$10,000 this year for the summer reading program, digitization of old newspapers and support of the Film Festival. Ms. Hanlon said that the film professor was excellent. *The Friends* will do a fundraiser in the Fall. Ms. Hanlon suggested that they should be highlighting their donations in various mailings. Ms. Hanlon will mention the \$10,000 donation at tomorrow night's Town Meeting. Laura had suggested doing a political based film program.

Old Business: Dr. Lichtstein spoke with the accountant. The auditor suggested that the petty cash checks should be made out to an individual. Mr. Franz will indicate the items at the bottom of the check. Some of the reserve fund will be used to maintain the AC compressor.

New business: The popcorn machine will be kept at the Library for the teen programs, etc.

The next Library Board meeting will be on October 20, 2008. Mr. Harris moved to adjourn the meeting, Mr. Weir seconded. The meeting officially adjourned at 8:25 PM.

Respectfully submitted:  
*Deirdre Danaher*  
Recording Secretary