

Hillsdale Free Public Library

Board of Trustees Meeting

February 9, 2009

In attendance were: Mayor John Sapanara, Barbara Abolafia, Marsha Demarest, Marie Hanlon, Warren Harris, Allen Saslowsky, Kelly Smith, Kathleen Scordato, Gary Weir

Also present: David Franz, Director of the Library

Absent: James Borowski

Mr. Harris, 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 7:34 PM. Ms. Demarest made a motion to accept the January minutes, Mr. Saslowsky seconded. Unanimous vote of approval.

Public invited to speak: None present

President's Report: Mr. Harris: He welcomed Kathleen Scordato as the new member of the Board of Trustees. Mr. Harris deferred his comments to the general meeting.

Treasurer's Report: Mr. Franz spoke and said that the Library is fiscally sound.

Director's Report: (see attached) Mr. Franz: Circulation was up 8% in January and is up in all categories. He discussed the auditor's fees. He asked that the Board approve Garbarini and his fee was reduced to \$2,500 (they are the Borough's auditor as well). Two Library programs were cancelled. The fire lane along the driveway will be more clearly indicated with yellow striping in the Spring when the snow is gone. Additional "No stopping or standing" signs will be erected. Board members agreed to allow Mr. Doucette to present a workshop on Driver Safety. The cleaning service hopefully will improve. Boiling Springs Bank gave Mr. Franz information about their Community Alliance Program, which gives a % back to the organization that is designated by its members. Mr. Franz said that he would put this in a future Library newsletter. He would also provide training to staff with a "talking points sheets" if patrons had questions. Mayor Sapanara said we would be vying with other worthy town organizations. The library would have to open a small account with Boiling Springs. Members asked about fees and interest rates and deferred a decision.

Mr. Franz presented the 2008 Annual Report and highlighted how the Library is doing over time with itself and as compared to neighboring BCCLS libraries. The Annual Report highlighted the cost per circulation of \$3.30, the lowest in BCCLS. The report covers circulation statistics, collections, hours of service, patron registrations and usage, programming, and the operating budget. The Librarian's Appendix, compiled by Laura Leonard, has interesting questions and requests asked of our librarians. The HVAC unit in the attic was problematic and will be repaired. Mr. Weir asked if we have a maintenance contract. Mr. Franz did research that at the end of our construction. At the

time it was \$5,000 for 2 – 3 visits yearly. He doesn't know if it would be any more cost effective than using the Borough's services. Mr. Franklin provides on-call service for all electrical and HVAC needs. Mr. Harris asked what we are usually spending yearly. We spend about \$4,500 yearly to have the services from the Borough and Mr. Franklin is most responsive and timely. Mr. Weir moved that the Board approve the expenditure for the HVAC repair, Mr. Saslowsky seconded. Unanimous vote of approval. Gabarini will be conducting the annual audit. Ms. Kelly moved to approve Gabarini as the auditor, Mr. Weir seconded. Unanimous vote of approval. Mr. Weir asked if Mr. Doucette had filled out a formal application and that will be done. He has offered to give back \$15. from each fee to the Library. Board members said that they would allow him to present as long as he complies with the Board regulations. Unanimous vote of approval to allow Mr. Doucette to present a Driver Safety course.

Resolution opposing the League of Municipalities 1/6 mill funding proposal:
Board members praised and thanked Mr. Weir for writing this resolution. Ms. Hanlon suggested mailing our excellent annual report to the League of Municipalities. Ms. Hanlon suggested that we read this resolution into the upcoming borough meeting. All Board members were for this resolution.

The Friends: Mr. Weir: There has been no recent meeting. Ms. Hanlon mentioned that last year the purchase of a flat screen was discussed to put in the hallway by the water fountains that would highlight town photos, parades, etc. in a continuous film loop. With current prices, Mr. Franz said that it could cost approximately \$200-\$500. Mayor Sapanara suggested that the Library could solicit local businesses for paid advertising and sponsorships.

New Business: A Board secretary has to be appointed for 2009. Mr. Harris nominated Kelly Smith, Mr. Weir seconded. Unanimous vote of approval.
Mr. Weir pointed out the salaries in the annual report.
Ms. Hanlon spoke about the Memorial Day parade and asked if the Library could march with the Library banner.
She noted that Harold Karns from the Borough is retiring and a retirement flyer was included in the Library notes. She brought up the issue of the patio; the concrete needs to be replaced.

The next Library Board meeting will be on March 9, 2009. Ms. Demarest moved to adjourn the meeting, Mr. Weir seconded. The meeting officially adjourned at 8:36 PM.

Respectfully submitted,
Deirdre M. Danaher
Recording Secretary