

MIDLAND PARK MEMORIAL LIBRARY
Minutes of Board of Trustees Meeting
December 15, 2016

PRESENT- Annie Campbell, Claudia Considine, Lorraine DeLuca, Cathy Durden, Julie Guciardo, Maureen Kelley, and Cathy Ollmann.

Catherine Dileo, Library Director

ABSENT- Robert Biebrich and Lena Padovano

President Cathy Durden called the meeting to order at 7:33 PM in accordance with the Sunshine Law.

The meeting started with the Pledge of Allegiance.

October Minutes were not distributed so approval will be made next month. November Minutes were tabled as there were not enough Board members to make a quorum.

PRESIDENT'S REPORT

C. Durden reported that the council meeting for budget was attended. The Library asked for \$455, 000.

C. Durden asked for two Board members to serve as Nominating Committee and present a slate of officers at the next meeting. C. Considine and A. Campbell graciously volunteered.

C. Durden contacted Addie Hanna, Borough Clerk, to report that R. Biebrich has officially resigned from the Library Board. Mayor will need to assign another member. He will most likely make a decision in January.

DIRECTOR'S REPORT

C. Dileo reported that she attended a trustee education meeting on strategic planning. Overall, she found it to be informative and what it stressed was the importance of getting community member e-mails and increasing card registration.

Capital expense planning:

1. Major with multi-year savings - new outside sign
2. Vent on top of the building
3. New front doors and get rid of whole vestibule
4. New media shelving - dated and there is not enough room
5. Get rid of bathroom that doesn't work in children's room (Rudy says we can pull toilet and cap...but would be better to eliminate and make space).
6. Floor in meeting room

7. Replace rug by non-fiction
8. Painting upstairs (esp where you come in the building).
9. Corner beads around the building are coming out. They need to be repaired and painted. Started adding corner guards in children's room.

E. Myhren reported that she concluded the math club 8-week session. Due to overwhelming interest, she will be running two additional sessions beginning January.

C. Dileo reported that in 2017 there will be a new "You Saved" option on checkout receipt displaying how much it would cost to purchase the items, as well as additional details including the value of the patron's year-to-date transactions among other information.

C. Dileo reported that Jill McCoville, yoga instructor, is running a 6-week course, Yoga for Adults, at the library. The cost is \$5.00 a class to be paid by the patrons. She also reported that the adult book club going well, with 14 members. They read the book, "Girl Waits With Gun".

C. Dileo reported the phone service is finally transferred to Optimum. While completing the transfer, another unused phone line was discovered whose service will be cancelled, saving the Library an additional \$30.00 a month. WIFI has been repaired, with one weak area (back of non-fiction) being identified. A potential solution will be to add an additional access point in that area sometime in the future.

COMMITTEE REPORTS

Finance

C. Ollmann made a motion to approve the payment of the December bill list in the amount of \$9,325.35 from Borough appropriations, seconded by M. Kelley. A roll call was conducted and everyone present was in favor.

C. Ollmann made a motion to move the check we got from the borough in the amount of \$23,164.00 into the capital account, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

Policy

A. Campbell reported that she is waiting the Policy Manual to come back from the borough attorney, possibly back by January. A. Campbell is also sending the recommended tutoring policy (from BCCLS) to all Board members for review.

Personnel

No Report

Buildings and Grounds

No Report

Strategic Planning

No Report

Technology

No Report

Friends of the Library

C. Considine reported that paperwork for 501c3 was completed and ready to submit.

Sandy Abballe, a patron of the Midland Park Memorial Library, expressed an interest in getting involved with the FOL group. There are also a couple of new names at the front desk of other interested patrons.

Schools

M. Kelley offered to help register students in obtaining library cards. Unfortunately, the students do need to come in with a parent to obtain their library card.

OLD BUSINESS

None

NEW BUSINESS

Correction of time made for Board meeting 2017 dates. Will be changed from 7:00 Pm to 7:30 PM.

J. Guciardo made the motion to close the meeting, seconded by C. Considine. The meeting was adjourned at 8:20 PM with all in favor. The next scheduled meeting will be Thursday, January 19, 2017 at 7:30 PM.