

MIDLAND PARK MEMORIAL LIBRARY
Minutes of Board of Trustees Meeting
November 17, 2016

PRESENT- Annie Campbell, Claudia Considine, Lorraine DeLuca, Cathy Durden, Julie Guciardo, and Phyllis Stepien.

Catherine Dileo, Library Director

ABSENT- Robert Biebrich, Lena Padovano, Cathy Ollmann

President C. Durden called the meeting to order at 7:35 PM in accordance with the Sunshine Law.

The meeting started with the Pledge of Allegiance.

The motion to approve October Minutes was moved to December meeting because Board members did not receive them yet.

PRESIDENT'S REPORT

C. Durden reported that she had spoken with Rob Biebrich and he was resigning from the Library Board. His term is up in 2018. She will speak with the Borough clerk about asking the mayor to identify a replacement.

DIRECTOR'S REPORT

C. Dileo reported that the LaunchPads are at the Library and she and the circulation assistant are labeling them with use instructions to prevent damage.

BCCLS approved their budget. BCCLS will now accept credit card payments online for overdue fines. The fine money will now go directly to each library instead of to the location where the items were returned. The money will come in quarterly installments, which may require budget planning. The Library currently receives about \$1000 a month in fines.

A Girl Scout has volunteered to paint the Community room as part of Gold Award project.

C. Dileo is working with the DPW to clean out the closet in the community room. Items over a certain value will be auctioned and other items discarded as needed.

The Library received a sizeable donation from the estate of a library patron from Wyckoff.

Many donations are coming to the Library in memory of Tina Fadlalla. C. Dileo is acknowledging all of the donations and working with the staff to identify a suitable memorial.

There have been many complications with getting the phone line switched over. C. Dileo now has things straightened out and the work will be complete on 11/22.

A Girl Scout troop has completed a project digitizing the Midland Park historical items in the Library. The Board asked C. Dileo to send a thank you note and to notify the newspaper.

COMMITTEE REPORTS

Finance

J. Guciardo made a motion to approve the payment of the November bills list in the amount of \$6,673.22 from Borough appropriations, seconded by C. Considine. A roll call was conducted and everyone present was in favor.

Policy

A. Campbell reported that there are a few minor changes to make to the Policy manual and it will be ready for approval at the December meeting.

A policy will be created for the new LaunchPads including that they circulate for 7 days with no renewals; there is a \$1 per day overdue fine and \$5 fine for dropping it in the book drop. They are only available to Midland Park residents.

Another amendment is that summer reading books will only circulate for 2 weeks.

There was a discussion about the need to review the tutor policy. C. Dileo will query other libraries for advice.

Personnel

No report.

Buildings and Grounds

C. Dileo put in a capital request to the Borough for external lighting.

Strategic Planning

No Report.

Technology

No Report.

Friends of the Library

No report.

Schools

P. Stepien reported that the renovated media center now has a bulletin board and she has posted the library hours on it. She also took a few pamphlets from the Library to post on the board.

OLD BUSINESS

None

NEW BUSINESS

None

L. DeLuca 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 regularly scheduled meeting will be Thursday, January 19, 2017 at 7:30 PM.