

**LINDEN FREE PUBLIC LIBRARY  
31 EAST HENRY STREET  
LINDEN, NEW JERSEY  
BOARD MEETING  
BERNICE BEDRICK ROOM  
JANUARY 27, 2014**

**OPEN PUBLIC MEETINGS LAW**

The notice requirements of the Open Public Meetings Law have been satisfied in that a "48-hour" notice has been transmitted to ***THE LOCAL SOURCE, HOME NEWS TRIBUNE, STAR LEDGER***, City Clerk, posted at City Hall and in the Library.

**FLAG SALUTE**

**ROLL CALL**

***PRESENT:***

Robert Ayres  
Marilyn Coplan  
Mayor Richard J. Gerbounka  
Joan A. Konrad  
Doris Matey  
Diane Wilverding

Doris J. Henel

***ALSO PRESENT:***

Dennis Purves  
Mary Purves  
Luray Rusnock

***ABSENT:***

Joanna Colucci (sick)  
Antoinette Modrak (meeting)  
Dr. Danny Robertozzi (meeting)  
Barbara Zamora (sick)

## **REORGANIZATION**

### **ELECTION OF OFFICERS**

Mayor Gerbounka, Chairman of the Nominating Committee, presented the slate of officers for 2014:

President	Diane Wilverding
1 <sup>st</sup> Vice President	Marilyn Coplan
2 <sup>nd</sup> Vice President	Doris Matey
Treasurer	Robert Ayres
Secretary	Joan Konrad

Mayor Gerbounka asked if there were any nominations from the floor. Hearing none, he asked for a motion to close nominations. A motion was made by Mayor Gerbounka, seconded by Doris Henel to close nominations.

Mayor Gerbounka congratulated the newly elected officers for 2014 and turned the meeting over to newly elected President Diane Wilverding.

Mrs. Henel expressed gratitude to the Board members for their support and offered congratulations to all newly elected officers. She additionally stated the Library is her first love.

President Wilverding expressed gratitude to the Board for supporting her. She also expressed gratitude to Mrs. Henel for her efforts during her Presidency.

President Wilverding reported the standing committees will be emailed to the Administrative Clerk who will forward them to the Board members.

President Wilverding also welcomed new Council Liaison Adam Kuczynski and encouraged him to become active with the Library.

## **MINUTES**

On a motion by Mayor Gerbounka, seconded by Marilyn Coplan and passed, approving the minutes of the November 25, 2013 meeting as amended and ordered filed.

(Pg. 3 – paragraph 5) Amend to reflect “Ms. Wilverding also reported the branch of the tree that needed to be trimmed was taken care of. Ms. Wilverding expressed gratitude to the Mayor for having the tree trimmed.”

## **CORRESPONDENCE**

President Wilverding reported on the correspondence received from the New Jersey Library Trustee Association.

## **TREASURER'S REPORT & FINANCE COMMITTEE**

ROBERT AYRES, TREASURER:

- (1) Requesting approval to file the Treasurer's Report as prepared.
- (2) Requesting approval to authorize the payment of bills for the period of December 1, 2013 through December 31, 2013 in the amount of \$25,898.71 and January 1, 2014 through January 27, 2014 in the amount of \$44,817.47.

A motion was made by Robert Ayres, seconded by Doris Matey and passed to accept the reports and file them as prepared.

Mayor Gerbounka asked for a report where the Library is falling behind with the reduction in the budget.

Mayor Gerbounka commented on offering flat rates to employees rather than percentages for raises.

## **BUILDINGS & GROUNDS**

DIANE WILVERDING, CHAIRPERSON:

Reported that Shade Tree Commission Chairman Jeff Tandul came and started digging up the front again. Director Dennis Purves was out sick but the Librarian in Charge in his absence spoke to Mr. Tandul who wouldn't listen. Thus, we won't know until spring if there are any problems with the irrigation system.

## **PERSONNEL COMMITTEE**

Marilyn Coplan, Chairperson:

There are two negotiations meetings scheduled: February 6<sup>th</sup> for the Librarians and February 11<sup>th</sup> for the clerks/maintenance men.

## **FUND RAISING**

Doris Matey, Chairperson:

The annual meeting is scheduled for Saturday, March 22<sup>nd</sup> from 2:00 p.m. – 4:00 p.m.

Friends' member Carol Hohl reported the Friends have received \$156.62 from the Pathmark Community Rewards program for July through December 2013.

Additionally, another fund raiser that has been planned is the Lord and Taylor for the month of April.

Marilyn Coplan reported that Friends' member called her about a dinner. The consensus of the Board was that a roast beef dinner would be best.

Mrs. Coplan stated Mr. Volpe is the cook so she will contact him to confirm what dates he would be available.

President Wilverding expressed gratitude to Ms. Hohl and the Friends of the Library for their commitment to the Library and their enthusiasm. It is encouraging to see the Friends working so hard.

## **POLICY COMMITTEE**

DIANE WILVERDING, CHAIRPERSON:

NO REPORT

## **DIRECTOR'S REPORT**

Director Dennis Purves reported on:

- 1) As Windows XP, which is on most of our computers, is no longer going to be supported by Microsoft, we have begun upgrading the PCs to Windows 7. All should be done by the time of the platform is officially abandoned.
- 2) Select back issues of the Spectator Leader and some of the LHS yearbooks have been digitized and are available for viewing within the library via our public computers.
- 3) As previously reported, we've had major problems with our HVAC unit specifically in regards to the temperature on the second floor.
- 4) About half of our phone lines have either been out or very staticky for the past week or so. Verizon is here attempting to fix it.

- 5) A first meeting about contract negotiations has been set up with the professional union (February 6<sup>th</sup>) and the clerical union (February 11<sup>th</sup>).
- 6) The minimum wage has been increased from \$7.25 to \$8.25. The only staff member affected by this is the page, Joanna Lyszczarz.
- 7) On December 12<sup>th</sup>, the librarians met with Katy White from Baker and Taylor to get a demonstration of Axis 360, an e-book service. We will begin using this service in 2014.
- 8) On Tuesday, November 26<sup>th</sup>, I attended the Chamber of Commerce meeting, held at the Southern Smokehouse.
- 9) On Friday, January 17<sup>th</sup>, I attended the LUCC meeting held at the Springfield Public Library. I would assume that by the March meeting I should know where and when the annual reception will be held.
- 10) Suplee Clooney was here in December to do our annual audit. I have not yet received the results of said audit.
- 11) The Friends of the Library annual meeting is tentatively scheduled for March 22<sup>nd</sup>.
- 12) From November 20<sup>th</sup>, 2013 through January 22<sup>nd</sup>, 2014, there were 7,336 checkouts, 7,831 checkins, and 842 renewals. The meeting rooms were used 22 times in December and will have been used 17 times in January. The computer lab was used once in December and once in January.

### **UNFINISHED BUSINESS**

**NONE**

### **NEW BUSINESS**

**2014 PETTY CASH RESOLUTION-** On a motion by Marilyn Coplan, seconded by Robert Ayres and passed, adopting the 2014 Petty Cash Resolution. (see attachment).

### **NEXT MEETING**

The next meeting is scheduled for Monday, February 24, 2014 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

**COMMENTS FROM THE PUBLIC**

Carol Hohl reported to date the Friends of the Library have raised \$391 for rulers and pens.

**ADJOURNMENT**

On a motion by Mayor Gerbounka, seconded by Doris Henel and passed, the meeting adjourned at 7:17 p.m.

Sincerely,

A handwritten signature in cursive script that reads "Joan A. Konrad". The signature is written in black ink and is positioned to the right of the typed name and title.

Joan A. Konrad  
Secretary