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
Joanna Colucci
Marilyn Coplan
Doris J. Henel
Joan Konrad
Doris Matey
Dr. Danny Robertozzi
Barbara Zamora (entered the meeting at 6:35 p.m.)

Diane Wilverding, President

ALSO PRESENT:
Dennis Purves
Mary Purves
Luray Rusnock

ABSENT:
Mayor Richard J. Gerbounka (out of state)

PRESENTATION TO WINNER OF 2014 ADULT SUMMER READING CLUB – PAT HERO
The Board congratulated Pat Hero on being selected as the 2014 Grand Prize Winner for the Adult Summer Reading Club.

President Wilverding welcomed Trustee Barbara Zamora back following her recent surgery.

Ms. Wilverding also welcomed Dr. Danny Robertozzi, the Superintendent of Schools to the meeting.

**MINUTES**
On a motion by Marilyn Coplan, seconded by Joanna Colucci and passed, approving the minutes of the previous meeting (June 23, 2014) as amended and ordered filed (include in paragraph 1 of Buildings and Grounds Report “Also, they weeded the large flower beds and put down the mulch”).

Mrs. Colucci stated the minutes didn't reflect the Villani Bus Company donating the lawn mower for the Library.

The Director responded that the concept of purchasing a new lawn mower for the Library was discussed at the June meeting. The Villani Bus Company did donate the funds to purchase the lawn mower and a letter of acknowledgement was sent.

**CORRESPONDENCE**
President Wilverding reported the following correspondence had been received since the previous meeting:

1) Thank you from Senior Library Assistant p/t Susan Schmidt for the token presented to her on her retirement.
2) Thank you letters from New Jersey Blood Services for the June 25th, July 7th, and August 6th blood drives.
3) Thank you note from Senior Library Assistant Gloria Waldron and her family acknowledging the many expressions of kindness and support they received after the passing of her husband, Bob.

**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 June 24, 2014 through September 8, 2014 in the amount of $46,959.35 (July -- $28,775.69, August -- $15,236.83 and September -- $2,946.83).
He voiced concern about being able to make it through the end of the year financially and recommended various contingency plans be developed.

The Board suggested several options to be explored: such as charging for meeting rooms, reducing library hours, not hiring any more full time employees due to the high cost of health benefits, having another city agency use one floor of the Library, not allowing patrons from libraries such as Roselle, etc. use the library, or forced retirements. Additionally, the Director should come up with ways to stretch the staff to get the most coverage that we can. We should have the staff use a counter to count the usage and designate the library hours based on when usage is heaviest. The Board recommended the Director arrange for a counter for library patrons. Unfortunately, this doesn’t always work since some patrons come in and go out right away. However, all options will be investigated. Statistics are vital but vary when the schools are open for full days and half days. So, it becomes quite difficult to project usage.

While the Board doesn’t want to lay off personnel, attrition would need to be used to maintain a smaller staff. Additionally, there will be no raises in the near future.

Additionally, all new employees could be required to contribute to retirement benefits.

President Wilverding recommended reaching out to City Council for any special events.

Dr. Robertozzi stated that unfortunately financial dilemmas are happening throughout the state. Most public facilities are experiencing the issues that the library is.

Mrs. Colucci recommended implementing a charge for the meeting rooms.

Mr. Ayres also recommended the Director investigate ways to “stretch the staff” as much as feasible to allow for additional coverage.

**BUILDINGS & GROUNDS**

DIANE WILVERDING, CHAIRPERSON:

President Wilverding reported the Library has received a check from Aspen Landscaping in the amount of $666.20 for the damage to the irrigation system at the Library. She asked the Director to send a thank you note to Jack Sheehy for his efforts in resolving this issue.
Saturday, October 4th, she will get the ROTC students (she is requesting 8-10 students) to finish the final bed and improve the landscaping. Also, she directed the Director to advertise for volunteers on channel 36.

President Wilverding reported the front of the shed is a mess with pieces of cement. The maintenance men can clean up the weeds and pile up the cement, then the DPW guys can pick all the debris.

We have two (2) trees to get rid of and need to put down dirt and plant grass.

President Wilverding asked the Director to clarify when the Lawn Doctor comes and what they do.

President Wilverding asked Mr. Ayres if there was any mulch left and if he would be available on October 4th. She expressed gratitude to Mr. Ayres for all that he has done.

President Wilverding requested the Director request volunteers on Channel 36.

**PERSONNEL COMMITTEE**

Doris Henel, Chairperson:

Reported the Board wants to see the Library grow and asked the Director what could be done. While no one wants to cut any library hours, if it is really needed, what hours could be reduced?

She asked the Director to provide a list of possibilities to the Board as to how we can continue without reducing hours/staff.

Director Dennis Purves responded that we can't replace staff that leaves and certainly not full time because the health benefits are so expensive. We do try to stretch out the people that we have on staff the best we can.

As far as projecting the heavier usage, it is almost impossible. There are some days when afternoons are busier and other times when mornings are busier. He will continue to work on possibilities.

Mrs. Henel stated it was a good meeting but depressing at times. She directed the Director to think of some possibilities at this difficult time.

Unfortunately, we can't afford to keep increasing salaries, so there will have to have different rules for any replacements.
The Director responded that we can't replace staff who may retire at this time. Also, we don't have funds for programming.

Mr. Purves also stated it is very difficult to project when we are busier than other times.

Also, we can't have forced retirements. The problem is with the City Council not providing adequate funding for the library. As far as Roselle patrons using the library, we are part of a CO-OP which allows our patrons to use other libraries also, i.e. Interlibrary loan. He will provide the Board with additional information for the next meeting.

FUND RAISING
Doris Matey, Chairperson:

The Friends President Dawn Beviano was in attendance tonight so she will make the report for the fundraising.

Friends' President Beviano reported on the Masquerade Ball. The Friends are planning on postponing it. They are looking for a different location.

Ms. Beviano also reported on the museum passes to the New York City museum.

The Friends are preparing for their book sale in November. Books can be picked up and brought to Ms. Beviano's home at 25 Academy Terrace. The first day of the book sale, Wednesday, November 12th, the book sale will be for members of the Friends only. No text books or encyclopedias will be accepted.

We are beginning to sell Super 50/50 tickets. Tickets are $10 each. Three (3) winners at 25%, 15% and 10% (with the actual winnings being dependent upon the amount of tickets sold). The Friends would like to encourage all Library Board members to purchase at least one (1) ticket and if possible to please sell several tickets. The drawing will be December 1st – just in time for holiday shopping!

Ms. Beviano left the meeting at 7:05 p.m. to attend another meeting.
Pathmark eScript program is doing well. Our last automatic deposit was in the amount of $58.97. Again, this program doesn’t cost us anything to operate.

Macy’s shopping passes are currently being sold by Carol Hohl. They are $5 and give the pass holder great discounts on their purchases. As of Wednesday we have a $35 profit and tickets are still being sold.

The Friends will sponsor a LUN WAH Fundraiser on July 7, 8 and 9th from 4:00 p.m. until 11:00 p.m. each night. A portion of your purchase will be donated to the Friends. Flyers can be found in the Library.

August is the annual Barclays fore Charity golf outing. Carol Hohl is once again promoting and selling tickets to this event. 75% of the net proceeds from each ticket purchase will benefit the Friends.

A Wendy’s fundraiser is scheduled for Monday, August 4th from 5:00 p.m. to 8:00 p.m. at the Linden location. A portion of your purchase will be donated to the Friends. Flyers will be available in the lobby soon.

Saturday, September 27th is the City’s Annual September to Remember festival. The Friends will have a table again this year, to promote the organization. We will be selling tickets for the Super 50/50 and possibly have basket raffles. We will try to gain new members and sign-ups for the Pathmark/eScript program.

Our Masquerade Ball is scheduled for Saturday, October 11th! Plans are still being worked on.

The week of November 10th, we will begin setting up for the book sale. Details, sell dates and items will be available shortly. Donations of books will be held at Dawn’s house.

We will be doing the DVD fundraiser again, sometime in the fall. This is through Digital Media. They take the 8mm, 16mm, slides, pictures, VHS tapes, and convert them over to DVD’s.

We are considering holding a wine and cheese event for the holidays, possibly early December. Details are still being discussed for this.

St. Elizabeth’s Church, in Linden, has agreed to post any of our fundraisers in their bulletin, for the out of parish section. We are working with other churches and organizations to see if they will advertise our events for us, so we can get far more exposure.

The Friends gave $500 for the children and adult summer reading programs.
The Friends have received several donations in the past couple of months. One very generous donation was received in the amount of $500 which is to be used towards the new computers.

The monies raised from the mentioned fundraisers will be put towards new computers for the 2nd floor and hopefully an outdoor digital bulletin board.

**POLICY COMMITTEE**

JOANNA COLUCCI, CHAIRPERSON:

Mrs. Colucci reported that on the *Policy for Library Volunteers*. Copies of the proposed policy were distributed to the Board members. On a motion by Joanna Colucci, seconded by Marilyn Coplan and passed, adopting the *Policy for Library Volunteers* as amended (see attached).

President Wilverding recommended requesting garden volunteers.

**DIRECTOR’S REPORT**

Director Dennis Purves reported on:

1) We continue to upgrade our remaining Windows XP computers to Windows 7.

2) We received our report from Business Systems & Services in regards to our HVAC, as well as a report on what needs to be done to complete repairs. As we are looking to pursue legal action on this, I have also passed this on to Dan McCarthy. The system does currently work, although there may be future issues due to these problems.

3) On Wednesday, August 13th, Senior Library Assistant Dorothy Sangiamo attended the NJLA Strategic Planning workshop at the Kenilworth Public Library.

4) On Tuesday, June 24th, I attended the Chamber of Commerce meeting at the Southern Smokehouse.

5) The LUCC reception will be October 1st at 6:30 p.m. at the Clark Public Library. Invitations are enclosed in the packets.

6) The winners of the adult summer reading club are as follows:

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<tr>
<th>Week</th>
<th>Name</th>
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<tbody>
<tr>
<td>1</td>
<td>Bob Sadowski</td>
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<tr>
<td>2</td>
<td>Jeanne Golden</td>
</tr>
<tr>
<td>3</td>
<td>Joan Beviano</td>
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<tr>
<td>4</td>
<td>Annette Guerra</td>
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<tr>
<td>5</td>
<td>Carol Guzzi</td>
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<tr>
<td>6</td>
<td>Nicole Alvaro</td>
</tr>
</tbody>
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The grand prize winner is Pat Hero. The prize was awarded at tonight’s meeting.

7) From June 19th through September 3rd, there were 12,953 checkouts, 12,443 checkins, and 924 renewals. Between July and August the meeting rooms were used a total of 30 times, plus the computer lab was used twice.

8) The Friends of the Library are planning to buy some museum passes that we will be able to circulate. Dawn Beviano spoke about it at tonight’s meeting.

9) Dr. Robertozzi’s new alternate is Gregg Martucci.

10) Reported that since Friends’ President Dawn Beviano had to leave for another meeting, the museum pass discussion will be tabled until next month.

**UNFINISHED BUSINESS**

**STRIP OF LAND** – The Director reported on the issue with the strip of land that goes back to Curtis Street which runs between two (2) homes. The strip has a plaque on it which designates it belongs to the Library. Now one of the homeowners wants us to mow the lawn and maintain it. They are treating it like they own it.

The Board recommended contacting Derek Armstead to confirm what was the City Council decision several years ago when he was contacted to see if the City was willing to sell the landlocked parcel of land.

Additionally, the Board said that fencing on the parcel of property should be looked into.

**HONEYWELL** – On a motion by Marilyn Coplan, seconded by Joanna Colucci and passed, authorizing the Director to complete the repair of the Honeywell Building Automation System at a cost of $5,950.83.

**NEW BUSINESS**

**MEETING DATES REVISION** – President Wilverding reminded the Board members of the revision in the Annual Schedule of meeting dates for the Board due to the conflict with the Board of Education meetings. In October we will meet on October 6th due to the holiday the second Monday.

**MINUTES FROM STAFF MEETINGS** – Mrs. Colucci requested that minutes from staff meetings be forwarded to the Board members.

**PRE-SCHOOL PROGRAMS** – Mrs. Henel asked about whether we had pre-school programs.
Director Dennis Purves responded that we have pre-school programs three (3) times a week in the mornings.

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

**COMMENTS FROM THE PUBLIC**
Pat Hero, Linden, expressed gratitude to the Board and staff for their efforts. She stated she personally believes that Libraries are an essential part of the community. Libraries provide a most valuable resource for all ages. Libraries are a most valuable institution. We all need to do something to encourage the library.

President Wilverding stated that everybody loves this library and wants to serve the community the best we can. We can't always rely on the internet. However, we have to be realistic.

Mr. Ayres stated that nobody wants to close the library.

Carol Hohl, Elizabeth, an active member of the Friends of Linden Library reported that we received $106.45 for the month of October for the Pathmark escript program.

Ms. Hohl also stated that health insurance rates are extremely high. However, the Library is very important.

Ms. Hohl stated that she will continue to try to raise funds.

President Wilverding thanked Ms. Hero and Ms. Hohl for their comments.

**ADJOURNMENT**
On a motion by Dr. Robertozzi, seconded by Barbara Zamora and passed, the meeting adjourned at 7:58 p.m.

Sincerely,
Joan A. Konrad
Secretary