

LINDEN FREE PUBLIC LIBRARY  
31 EAST HENRY STREET  
LINDEN, NEW JERSEY  
BOARD MEETING  
BERNICE BEDRICK ROOM  
NOVEMBER 10, 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:***

Joanna Colucci  
Gregory Martucci  
Doris J. Henel  
Joan Konrad  
Doris Matey  
Barbara Zamora

Diane Wilverding, President

***ALSO PRESENT:***

Dennis Purves  
Mary Purves  
Luray Rusnock

***ABSENT:***

Robert Ayres (vacation)  
Marilyn Coplan (ill)  
Mayor Richard Gerbounka (another meeting)  
Dr. Danny Robertozzi (excused)

## **MINUTES**

On a motion by Doris Henel, seconded by Joanna Colucci and passed, approving the minutes of the previous meeting (October 6, 2014) as amended and ordered filed (include in paragraph 3 of Buildings and Grounds Report stating "weed and cut the flowering trees between the parking lot and the front sign").

## **CORRESPONDENCE**

President Wilverding reported no correspondence had been received since the last meeting.

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

IN THE ABSENCE OF ROBERT AYRES, TREASURER, ACCOUNTS CLERK LURAY RUSNOCK REPORTED:

- (1) Requesting approval to file the Treasurer's Report as prepared.
- (2) Requesting approval to authorize the payment of bills for the period of October 7, 2014 through November 10, 2014 in the amount of \$24,175.11.

Director Dennis Purves reported that there have been two (2) budget hearings scheduled but were cancelled by the Finance Committee at the last minute. Hopefully by the December 1<sup>st</sup> Board meeting we will have some answers.

## **BUILDINGS & GROUNDS**

DIANE WILVERDING, CHAIRPERSON:

President Wilverding reported the work around the shed/workshop is at a standstill currently. Our men are having difficulty with the tree removal.

President Wilverding reported she had borrowed the chain link cutters so the men would use them on Saturday, November 15<sup>th</sup> when she is at the Library for the Friends' book sale.

President Wilverding also reported on the painting of the yellow curbs near the library. The DPW has provided the men with paint but she needs to confirm how far the yellow curbs can extend.

## **PERSONNEL COMMITTEE**

Doris Henel, Chairperson:

On a motion by Joanna Colucci, seconded by Barbara Zamora and passed, the Board went into executive session at 6:45 p.m.

On a motion by Doris Matey, seconded by Joanna Colucci and passed, the public meeting reopened at 7:20 p.m.

On a motion by Joanna Colucci, seconded by Doris Henel and passed, cease paying the \$5,000 stipend to Public Property Director Al MacDonald effective immediately. This will assist the Board in reducing expenses.

ABSTAIN: Joan Konrad

Mrs. Henel read some of the Director's suggestions for areas to reduce expenses for the Library while not losing any more staff.

After discussion, it was agreed to have one (1) clerk assigned to the Circ Desk with one (1) clerk on call for assistance instead of two (2) clerks sitting at the Circ Desk. This will allow for better utilization of the clerks. It was agreed that the Director Dennis Purves can implement this procedure since it involves the day to day operation of the library in lieu of the Board passing a policy.

Mrs. Henel asked the Director about paper towels for the rest rooms.

The Director responded that dryer blowers use a lot of electricity so it wouldn't be cost effective for the Library to pursue it. He recommended trying rolls of paper towels.

Mrs. Henel stated that she joined an energy coop which was supposed to reduce electric costs. A few months after she did it, the cost increased over what she was originally paying.

Director Dennis Purves responded that these agencies provide an introductory rate and then increase the rate after approximately six (6) months.

## **FUND RAISING**

Doris Matey, Chairperson:

In the absence of Friends President Dawn Beviano who is recuperating from surgery, Mrs. Matey reported the following:

The Chevy's Fundraiser was cancelled. A fund raiser at Chili's in Clark is scheduled for November 17<sup>th</sup> and 18<sup>th</sup>. There are flyers for the fund raiser downstairs. You need to present the flyer for the Library to be eligible for the percentage of the proceeds.

The Book Sale is scheduled for the week of November 10<sup>th</sup>. On November 12<sup>th</sup> (the book sale will be open from 6:00-8:00 p.m. for members of Friends only or people can pay dues at the door), November 13<sup>th</sup> (9:00 a.m. – 4:00 p.m.), November 14<sup>th</sup> (10:00 a.m. -4:00 p.m.) and November 15<sup>th</sup> (10:00 a.m. -1:00 p.m.). The final day is Bag Day \$4/bag). Joanne Garies is the Chairperson of the Book Sale.

The December Restaurant Fundraiser will be at Red Robin at Woodbridge Mall.

Super 50/50 tickets are being sold now through December 1<sup>st</sup>. Tickets are \$10@. We need help to sell tickets.

### **POLICY COMMITTEE**

JOANNA COLUCCI, CHAIRPERSON:

NO REPORT

### **DIRECTOR'S REPORT**

Director Dennis Purves reported on:

- 1) The fan on one of the public Internet computers has failed and will be replaced.
- 2) I have received information from Envisionware about the "PrinterOn" app, which would allow patrons to print from laptops and mobile devices, and in fact from anywhere. It could potentially bring in some revenue.
- 3) I do not have any update on the final repairs of the HVAC system. The last I heard, they had to do some work for some schools in anticipation of winter. However, as we're now on the cusp of winter, I have asked if they know when they will return. If I hear back from them before the meeting, I will inform you.
- 4) We had two (2) meetings scheduled with the City Council Finance Committee, and unfortunately, both were cancelled. We hope to meet before the December Board meeting and should know exactly where we stand at that point. For now, we have no way of telling if they're giving us the more than the minimum amount, although we will certainly do our best to get more.

- 5) On October 18<sup>th</sup>, Senior Librarian Sharon Albert attended the Literacy Celebration of the 350<sup>th</sup> anniversary of New Jersey at Grounds for Sculpture.
- 6) On Monday, October 27<sup>th</sup>, Senior Librarian Sharon Albert attended the Adult Services Forum at the Monmouth County Library.
- 7) On Friday, October 24<sup>th</sup>, I attended the LUCC meeting held at the Cranford Public Library.
- 8) On Tuesday, October 28<sup>th</sup>, I attended the Chamber of Commerce Meeting, held at the Library.
- 9) From October 3<sup>rd</sup> through November 6<sup>th</sup>, there were 3540 checkouts, 3669 checkins, and 364 renewals. In October, the meeting rooms were used 28 times. The computer lab was use once.

### **UNFINISHED BUSINESS**

**NONE**

### **NEW BUSINESS**

**ENVISIONWARE** – On a motion by Doris Henel, seconded by Joanna Colucci and passed, accepting the quote from EnvisionWare, Incorporated for \$725.00 for a one (1) year subscription so that virtually any patron can print from any patron device via App, Email or Custom Web Portal. No additional hardware required.

This can be advertised as an additional service and hopefully generate some additional revenue for the library.

### **NEXT MEETING**

The next meeting is scheduled for Monday, December 1, 2014 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

### **COMMENTS FROM THE PUBLIC**

Carol Hohl, Elizabeth (Friends of Linden Library member), reported that the over the counter sale fo passes for Lord & Taylor is twenty one (21) passes totaling \$105.00.

Ms. Hohl also reported that the figures for Pathmark for September are down about 75% with the donations from July. The original figures seem to be different from what we were reported during the last three (3) months. She is trying to confirm if there's been some revision. Also, the supporter participation is down to 27.5%.

Ms. Hohl also stated that it is anticipated that Pathmark will be issuing new cards for non-profit group members such as the Friends of the Library.

President Wilverding thanked Ms. Hohl for her efforts.

President Wilverding extended birthday greetings to Trustee Doris Matey.

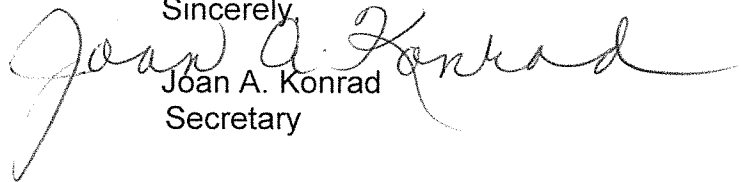
Trustee Greg Martucci commented on former Library Board Member and President of the Friends of the Library member Bernice Bedrick's 98<sup>th</sup> birthday recently.

Director Dennis Purves reported that the day after her 98<sup>th</sup> birthday party, she came with several of her out of state relatives to provide a tour of the library.

### **ADJOURNMENT**

On a motion by Greg Martucci, seconded by Barbara Zamora and passed, the meeting adjourned at 7:55 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