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
Dr. Marlena Berghammer (entered the meeting at 6:37 p.m.)
Joanna Colucci
Marilyn Coplan
Doris J. Henel
Joan A. Konrad
Doris Matey
Dr. Danny A. Robertozzi (entered the meeting at 6:35 p.m.)

Diane Wilverding, President

ALSO PRESENT:
Dawn Beviano, President Friends of Linden Library
Gregory Martucci
Dennis Purves
Mary Purves
Luray Rusnock

EXCUSED: Mayor Derek Armstead
MINUTES
On a motion by Doris J. Henel, seconded by Marilyn Coplan and passed, approving the minutes from the March 9, 2015 meeting as revised and ordered filed.

On a motion by Joanna Colucci, seconded by Doris Henel and passed, approving the minutes from the April 13, 2015 meeting as revised and ordered filed.

CORRESPONDENCE
President Wilverding reported none had been received since the last Board meeting.

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 April 14, 2015 through May 11, 2015 in the amount of $54,132.82.

A motion was made by Marilyn Coplan, seconded by Joanna Colucci and passed approving the authorization the payment of bills for the aforementioned period in the amount of $54,132.82.

Mr. Ayres reported on the municipal budget that was adopted at the April 21, 2015 City Council meeting. The Library allocation will be the same amount of funding in 2015 that it had in 2014 -- $1,795,400. By maintaining the budget allocation level at the same amount makes a large difference. This will help us continue to provide the services to the community. This hasn't been reflected yet in the allocation but will probably next month.

The Board discussed the concept of sending a letter to the City Council expressing gratitude to them for allocating the same amount of funding in 2015 as had been allocated in 2014 instead of reducing it.

President Wilverding directed the Director to send a letter on behalf of the Board to the City Council (through City Clerk Joseph Bodek) expressing gratitude for efforts in maintaining the budget allocation instead of reducing it.
BUILDINGS & GROUNDS
DIANE WILVERDING, CHAIRPERSON:

President Wilverding reported things are going well. The maintenance men have been working outside. The ROTC will be coming on Saturdays, May 16th and May 30th. The students will weed and fine tune the landscaping project. They will also be assisting her with other outside projects.

President Wilverding also stated that she wants to take clippings of the shrubbery growing along the fence out front to the Master Gardiners. Hopefully, they can tell us what the shrubs are and what we need to do to get control of these shrubs.

Mrs. Colucci recommended sprinkling lawn seed on the little strip of lawn in the front of the Library. We need to keep the front simple.

President Wilverding also stated she would need to confirm where in the front we can plant the tree in Carol Hohl’s memory. The Director will contact various utilities to confirm where the underground lines are prior to digging.

A small ceremony will be held to dedicate the flowery tree/plaque in Carol's memory.

PERSONNEL COMMITTEE
Doris J. Henel, Chairperson:

On a motion by Joanna Colucci, seconded by Marilyn Coplan 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 6:56 p.m.

FUND RAISING
Doris Matey, Chairperson:

Mrs. Matey stated we are still waiting for the final total on the April 18th Linwood/Taphouse restaurant fundraiser and the May 4th Pizza Hut fundraiser.

Mrs. Matey also reported on the June 1st, 2nd and 3rd fundraiser at Lun-Wah Restaurant. You need to present the flyer in order for the Library to receive their 10% donation.
President Wilverding reported on the Wag and Read Program that is scheduled for May 20 from 4-5 p.m. and June 17th from 4-5 p.m. Children will read for ten (10) minutes to a therapy dog.

President Wilverding also reminded Mrs. Beviano that she would be providing a list to her to forward to Council Liaison Armando Medina so that he can also announce upcoming events at the Library.

Friends President Dawn Beviano announced the Family photo session that is scheduled for Saturday, June 13th. Laura Elizabeth Photography of Linden will be doing photo sessions at a local park (rain location is the Linden Library where photographer will provide a backdrop). $60 a session (retail value $250). Each session will last approximately twenty (20) minutes. Digital photos will be sent to the family via email. They can print the pictures anywhere, or purchase a package through the photographer. The $60 cost is 100% profit to us. The average profit for the day is between $600-900.

On Wednesday, October 21st, enjoy an Evening of Chocolate. Tickets are $5. The time is 6:00-8:00 p.m.

On Monday, June 29, there will be a five (5) year celebration of the new building. All day events are being planned. Ideas are welcome.

On Wednesday, September 2nd, Back to School and Library Card Sign up Month kick off. Programs are to be determined. All day events are being planned. Ideas are welcome.

We are working with the children's librarian to put together something for this date for the children.

The month of September is Library Card sign up month. The Friends will be promoting the library and encouraging everyone to get their library cards. We will have various programs to bring students and their families into the library. Details will come as we get closer to the month.

The City's September to Remember event is Saturday, September 26 from 11:00 a.m. to 9 p.m. The Friends will, for the 3rd year, be promoting the Friends and the Library. Raffles and used book sales will be held as well.
Friends of the Library week is October 19-23. The Friends will be working on events/programs for each day to promote our organization and the library.

November is Picture Book Month. We will be working with the Children’s librarian to put together some programs during the month for the toddlers.

International Games Day is November 21. Since the library is closed that day, we will host a family board game day on Saturday, November 14.

Movie events will be occurring more often. Our goals are to hold two (2) a month. One for children/families, and one for adults/Senior Citizens. DVDs will be purchased for these events and then donated to the library.

A new fund raiser – Family Portrait Day is being planned. A local photographer has agreed to do family photo sessions for us. More information will come shortly.

Our largest fundraiser is our membership drive. We will be voting on March 21st, to raise the membership fees of the Friends, to go into effect in June 2015. Our fees have not been raised since the organization was formed. In speaking with other library Friends organizations, ours are the lowest around. The new fees, to be voted on will be:

$5 for Students/Senior Citizens
$10 for Individuals
$25 for families
$50 patrons
$200 life (anyone who is all ready on the 2nd an 3rd year of our current Patron membership fees, will continue to pay $25 towards their $100 lifetime membership. New Patrons will be $50).

“Fill our Shelves” – since we have lost quite bit of funding from the City due to our budget cuts, we are trying to be creative in our fundraising efforts to help offset the library’s budget. With this program, donors will be able to donate monies and tell us what form of book/CD/DVD they prefer we purchase.
From there we will work with the library to bring in the newest item in that category.

$10 – paperback
$15 – Music CD
$20 - Magazine Subscription
$25 – Movie DVD
$30 – Hardcover Book
$50 – Large print or Audio Book

The patron can then direct the monies to be utilized towards Fiction, Non-Fiction, Adult, Young Adult, Children, Mystery, Sci-Fi/Fantasy, Romance, Western, or no preference.

Book and other items purchased will be designed with a book plate, a pressure sensitive sticker, that the patron can have their name added to or that of a loved one, for no additional cost.

Fundraising bus trips – dates to be determined:

Atlantic City
Sands Bethlehem PA.
Mount Airy – Poconos
Sight and Sound (Dinner and a show) Lancaster, PA.
Hunterdon Hills Playhouse

If you have any ideas for fundraisers/library events, please contact a Friends Board member.

Museum passes will be coming to the library this year as well. The Friends board is trying to determine the best museums for the price, as this is an expensive, yearly renewable subscription, that we need to make sure is covered each year in our budget. These museum passes will allow a family to check out the pass and visit the museum for free. The Library has set up a system in the computer, so that only Friends Members can check out these passes.

A quarterly newsletter will be produced and sent to all Friends members. We are hoping to garner more email addresses to cut down on mailing costs. The newsletter will keep the Friends informed of events, fundraisers, news, etc. The first newsletter is tentatively scheduled for April.
POLICY COMMITTEE
JO ANNA COLUCCI, CHAIRPERSON:

1) JUVENILE LIBRARY CARD REGISTRATION – On a motion by Joanna Colucci, seconded by Doris Matey and passed, revising the policy relative to library card registration for juveniles by eliminating the requirement that a child needs to be able to write his/her first and last name in order to get a card. If the child can write the first and last name, that’s fine. If not, they can still have a card. All other requirements are still in effect. This action is based on our library policy and we are the only library in the area with such a requirement.

2) MUSEUM PASSES – The Director will research other library’s policies relating to museum passes and meet with the Policy Committee prior to the June meeting to develop a policy relative to museum passes.

DIRECTOR’S REPORT
Director Dennis Purves reported:

1) There is a problem with the HVAC system. Building Systems and Services were contacted and are evaluating the problem so they can repair it.

2) The City is working on getting us new computers.

3) I met with Senior Librarian Sharon Albert and Library Assistant Theresa Villani on Thursday, May 7th, to talk about possible changes to the webpage. We are working on setting up a meeting with Alpha Dog.

4) Building Maintenance Worker Miguel Vasquez returned to work on Thursday, May 7th.

5) On Monday, April 27th, I attended the Linden Industrial Association Annual Dinner.

6) On Tuesday, April 28th, I attended the Chamber of Commerce meeting held at the Hampton Inn.

7) On Tuesday, April 28th, I attended Diversity Training at the County College of Morris in Morristown.

8) On Tuesday, April 21st, I attended the NJLA Annual Conference in Long Branch. On Wednesday, April 22nd, Librarian Jeffrey Wayne attended.

9) From April 9th through May 7th, there were 2,999 checkouts, 3,252 checkins, and 273 renewals. The meeting rooms were used twenty three (23) times, and the computer lab was used once.

10) We will need to close on Friday, June 12, 2015 for an all day, in-house staff workshop.
11) The open house breakfast scheduled for May 6th was postponed in the hopes that we could do something for the library's five year anniversary in June.
12) Please consider changing the library card policy for children, which currently states that a child may get a card once he or she is able to write their name. No other area library does this and lets the parent sign to get the child's card at any age.
13) I have been asked to serve on the New Jersey Library Association (NJLA) Conference Committee next year.

**UNFINISHED BUSINESS**
**MEMORIAL FOR CAROL HOHL**- President Wilverding reminded Board members if they want to donate to a memorial for Carol Hohl, please see her. She is coordinating a memorial with Dawn Beviano, President of the Friends of Linden Library, and will plant a flowery tree and a plaque in recognition of Carol's efforts in promoting the Library.

**NEW BUSINESS**
**JUNE 12 IN-SERVICE WORKSHOP**- On a motion by Doris Henel, seconded by Dr. Robertozzi and passed authorizing the closing of the Library on Friday, June 12, 2015 for an all day, in-house staff workshop.

**MISSION STATEMENT**- The Board reviewed the Library's Mission Statement that was adopted on March 24, 2002. It was agreed to consider revising it to include multi-cultural diversity. The Director will request mission statements from other libraries to review. This was tabled until next month for consideration.

**GRANTS** - Friends of the Linden Library President Dawn Beviano announced the Friends had applied for a multi-cultural grant.

The Board discussed the concept of designating one person to write grants.

Mr. Martucci reported the Board of Education has one person who writes grants. He stated that is this employee's only duty. Some grant applications are 200 pages. Some grants are very time consuming.
NEXT MEETING
The next meeting is scheduled for Monday, June 8, 2015 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

COMMENTS FROM THE PUBLIC
Linden resident Patricia Hero voiced her appreciation to the Bcard for revising the policy for juvenile registrations. It is encouraging to have people aware of the need to make the Library user friendly for young users who cannot write their first and last names. The readers are tomorrow’s leaders.

Ms. Hero commented on the policy to read in print Library Journals instead of only being online.

Director Dennis Purves responded that this is a procedure not a policy. Hopefully, we can make our library more user friendly.

Ms. Hero commented on the loss of Carol Hohl and how active she was with the Friends of Linden Library.

The Board members agreed that Ms. Hohl’s passing will be a loss for the library. She was very committed to the Library.

Dr. Berghammer recommended conducting workshops for the parents of children regarding cyber bullying.

Dr. Robertozzi responded that he knows a union county detective who is an expert in this department. He and Director Dennis Purves will work together to put some dates together so that this project can be promoted as positive.

It was agreed to draft a flyer to go home with the students in the beginning of the school year. That is the time when flyers go out to all parents.

ADJOURNMENT
On a motion by Dr. Berghammer, seconded by Dr. Robertozzi and passed, the meeting adjourned at 8:05 p.m.

Sincerely,

Joan A. Konrad
Secretary

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