

LINDEN FREE PUBLIC LIBRARY
31 EAST HENRY STREET
LINDEN, NEW JERSEY
BOARD MEETING
BERNICE BEDRICK ROOM
SEPTEMBER 14, 2015

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
Joanna Colucci
Marilyn Coplan
Joan A. Konrad
Doris Matey

Diane Wilverding

ALSO PRESENT:

Dawn Beviano
Dennis Purves
Mary Purves
Luray Rusnock

ABSENT:

Mayor Derek Armstead (excused)
Doris J. Henel (ill)
Gregory Martucci
Dr. Danny Robertozzi

MINUTES

On a motion by Marilyn Coplan, seconded by Dr. Berghammer and passed, approving the minutes of the previous meeting (June 8, 2015) as revised and ordered filed.

CORRESPONDENCE

President Wilverding reported on the correspondence that had been received since the previous meeting:

- 1) Received from Professor Scharlene Snowden requesting a quiet reading area in the Library be established.

Following discussion, it was agreed to send a letter responding to her indicating she could either utilize the first floor, which is usually quieter or sitting up on the third floor outside of the meeting rooms.

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 9, 2015 through June 30, 2015 in the amount of \$42,420.18; July 1-31, 2015 in the amount of \$27,548.68; August 1 – 31, 2015 in the amount of \$102,246.83 and September 1, 2015 through September 14, 2015 in the amount of \$44,404.95 with a grand total of \$216,620.63.

Mr. Ayres commented that we should be able to make it through 2015.

Since it is never too early to start working on our next year's (2016) budget, within the next two (2) or so months we need to start reaching out to the City Council looking for support for the Library.

President Wilverding suggested inviting the Council members to the Library.

Mr. Ayres also reported the staff health benefits bill has not yet been received.

A motion was made by Robert Ayres, seconded by Marilyn Coplan and passed authorizing the payment of bills for the period of June 9, 2015 through September 14, 2015 in the amount of \$216,620.63 and to file the Treasurer's Report as prepared.

BUILDINGS & GROUNDS

DIANE WILVERDING, CHAIRPERSON:

President Wilverding reported she is anticipating doing a clean-up outside on Saturday, October 10th. We will need to contact the ROTC.

Friends' President Dawn Beviano stated that there is a new ROTC contact person. She will forward the information to the Director.

President Wilverding reported the bush that was planted in memory of Carol Hohl is blooming.

PERSONNEL COMMITTEE

Marilyn Coplan:

On a motion by Joanna Colucci, seconded by Doris Matey and passed, the Board went into Executive session at 6:50 p.m.

On a motion by Robert Ayres, seconded by Doris Matey and passed, the meeting reopened at 7:50 p.m.

In the absence of Personnel Chairperson Doris Henel, Marilyn Coplan reported that the two (2) personnel requests would be tabled until January.

FUND RAISING

Doris Matey, Chairperson:

The Lun Wah fund raiser that was held on June 1st, 2nd and 3rd was another success. The amount of profit was \$100.

Friendly's in Clark Restaurant Fundraiser was \$100.

Moe's Southwestern Grill Fundraiser that was held on August 4th was another success. We are awaiting the final total.

Linden House Diner Fundraiser is scheduled for Tuesday, September 15th. You must bring a flyer with you so that Friends receive credit.

Blaze Pizza, which is located at the Clark Commons, Raritan Road, is scheduled for Monday, October 5th from 5:00-8:00 p.m. You must bring a flyer.

On Monday, June 29th the Library celebrated the five (5) year celebration of the new building. Over 200 people visited the library for our events which included: Mark Kohut, Linden author, book signing and art project, Jumpin' Jamie – magic, music and puppets, face painting, arts/crafts, Carol Hohl dedication, and cake!

Wednesday, July 15th over 200 people visited the library for our Penguins of Madagascar movie and a visit from Verne the Penguin from Jenkinson's aquarium (we hosted three (3) shows with seventy (70) seats reserved at each show).

Saturday, September 26th – Linden's "September to Remember" street festival. Volunteers are needed 11:00 am. -? (Festival ends at 9:00 p.m.) Promote the Friends, recruit new members, sell raffle tickets.

On July 31, **Murder Mystery Dinner** was held at the Library. Almost fifty (50) people attended this event. Company sponsors were Villani Bus, Chemiclone, Unity Bank, Rakin Agency and Bayou Caterers. We hired T&L Caterers.

On Wednesday, October 21st the Friends' will host an **Evening of Chocolate**. Tickets are \$5. The event is scheduled from 6:00-8:00 p.m.

The book sale is scheduled for October 26-31, 2015. Mrs. Beviano will contact Mrs. Henel about storing books.

On Saturday, July 18th, a bus trip to Mt. Airy Casino, Poconos, Pennsylvania was held which netted a profit of \$127.

The bus trip scheduled for Saturday, September 12th to Atlantic City was cancelled due to a lack of sales. Another bus trip is scheduled for Saturday, October 12th to the Sands Casino, Bethlehem, Pennsylvania. Tickets are \$30.

The Friends are again sponsoring a Super 50/50. Tickets are \$5 each this year and the drawing will be December 7th at 7:00 p.m. at the Library Board meeting. The goal is to sell 1,000 tickets. Everyone's assistance is needed to sell tickets!

Friends are selling community discount cards for \$10. The card provides discounts to several restaurants including Linden House Diner, Primavera's Central Park, Friendly's, T.G.I. Friday's and more.

Wag and Read program will commence again once a month where children will read for ten (10) minutes to a therapy dog.

The Lego Club continues to be held on the first Wednesday of each month from 4:00-5:00 p.m. Children will make their creation from Legos, then they will be displayed in the Children's Library until the next club meeting.

Movies at the Library are continuing once a month.

New programs are Yoga classes for children which will be held the second Thursday of every month.

Another new program is arts and crafts which will be held once a month from grade 2 through 5.

Upcoming programs being worked on are computer classes in the computer lab, science experiments, museum visits, music nights and more.

Shelving for the closet outside of the Columbia Bank Room should be arriving soon.

Twenty (20) desk top computers ten (10) from the Friends and ten (10) from the City have been purchased and should be arriving soon.

POLICY COMMITTEE

JOANNA COLUCCI, CHAIRPERSON:

NO REPORT

DIRECTOR'S REPORT

Director Dennis Purves reported on:

- 1) Scanning service is now available at the library.
- 2) We are in the process of replacing the public computers.
- 3) There is information from the NJDEP regarding a surprise fee. The document was presented to me and the Administrative Clerk and I have been working on resolving this issue.
- 4) On Wednesday, August 19th, I met with Patrick Lynch of Tri-State Light and Energy and am currently working on paperwork to see if there is any way we can save money on our electric bills.

- 5) A request has been made by library assistant Carol Duffy to be promoted to the title of Senior Library Assistant and forwarded to the personnel committee.
- 6) A request was received from the professional librarian's union requesting approval to hire a librarian. This request was faxed to the library and distributed to the personnel committee and Board.
- 7) On Thursday, June 18th, Accounts Clerk Luray Rusnock attended the Edmunds and Associates User Group Conference in Princeton.
- 8) On Tuesday, July 14th, I attended the NJLA Conference Committee meeting held at the Monroe Public Library.
- 9) On Friday, July 17th, I met with the reception committee at the Kenilworth Public Library. The annual reception will be October 13th at the Elizabeth Public Library. The Friends of Linden Library will be receiving an award at that event. The guest speaker that night will be Mary Jane Clark, New York Times bestselling author of the popular Key News Thrillers and Wedding Cake Mysteries series.
- 10) On Wednesday, September 2nd, Senior Librarian Elizabeth Piskorik attended the LUCC User Services Committee at the Clark Public Library.
- 11) On Thursday, September 3rd, Senior Librarians Sharon Albert and Elizabeth Piskorik and Children's librarian Karen Gray attended the Axis 360 webinar.
- 12) On Thursday, September 10th, Accounts Clerk Luray Rusnock attended OCA's HR Broker Seminar at the Mercer Conference Center.
- 13) On Tuesday, June 23rd, I attended the Chamber of Commerce meeting held at the library.
- 14) The Library's 5th year anniversary celebration on June 29th brought in a lot of people and was seen as very successful.
- 15) On Thursday, August 20th, I attended the Union County Freeholder meeting where we received a \$3,345 grant for materials for children's programming.
- 16) Museum passes are now available.
- 17) From June 5th through September 10th there were 14,284 checkouts, 14,950 checkins, and 972 renewals. The meeting rooms were used 21 times in June, plus one use of the computer lab, 19 times in July, plus one use of the computer lab, and 13 times in August, plus one use of the computer lab.

- 18) After another successful adult summer reading program at the Linden Library, the weekly winners are as follows:

Week 1 Valeria Thompson
Week 2 Annette Guerra
Week 3 Jeanne Golden (unpictured)
Week 4 Pat Hero
Week 5 Bob Sadowski
Week 6 Kimberlie Mangina

The grand prize winner was Judy Deitcher, who unfortunately, wasn't able to attend the meeting and was given her prize. All prizes were donated by the Friends of Linden Library.

- 19) The Library has received a grant from Union County Open Space, Recreation and Historic Preservation Trust Fund in the amount of \$3,345 for children's programming and materials.

UNFINISHED BUSINESS

GRANTWRITER – President Wilverding asked about the status of the grantwriter. The Director will provide a report at the next Board meeting.

NEW BUSINESS

NONE

NEXT MEETING

The next meeting is scheduled for Monday, October 5, 2015 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

COMMENTS FROM THE PUBLIC

Treasurer Robert Ayres asked about the HVAC System. Director Dennis Purves responded that it is working all right.

Senior Library Assistant Susan Tango commented that it is not cool at the circulation desk.

Director Purves responded that he had the representatives check it and found the settings to be within the appropriate range. The problem is the location near the doors with the doors opening and closing.

Dr. Berghammer asked how much money would be needed from the city for 2016 to maintain the library status quo.

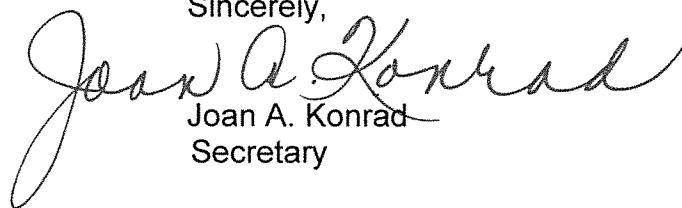
Director Purves responded that we won't know what the exact amount of the municipal allocation until after the state provides us with the funding formula. Even then, it doesn't mean that the City is going to provide us with the amount.

President Wilverding stated that it is good that the Board is displaying a positive attitude.

ADJOURNMENT

On a motion by Marilyn Coplan, seconded by Doris Matey and passed, the meeting adjourned at 8:27 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 left of the typed name and title.

Joan A. Konrad
Secretary