

LINDEN FREE PUBLIC LIBRARY  
31 EAST HENRY STREET  
LINDEN, NEW JERSEY  
BOARD MEETING  
BERNICE BEDRICK ROOM  
FEBRUARY 8, 2016

**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  
Joan A. Konrad  
Dorota Kotowski  
Gregory Martucci  
Doris Matey  
Diane Wilverding

Marilyn Coplan, President

***ALSO PRESENT:***

Dennis Purves  
Mary Purves  
Luray Rusnock

***EXCUSED:*** Mayor Derek Armstead  
Dr. Danny Robertozzi

## ***PRESENTATION TO FORMER TRUSTEE DORIS HENEL***

President Coplan welcomed former Trustee Doris Henel to the meeting. On behalf of the Board of Trustees, she and the Director presented a Resolution and a plaque recognizing Mrs. Henel for her commitment to the Library.

Mrs. Henel made a statement to the Board of Trustees.

President Coplan called for a brief recess at 6:37 p.m.

President Coplan announced the meeting would now reopen. On a motion by Joanna Colucci, seconded by Gregory Martucci and passed, the meeting reopened at 7:15 p.m.

## **MINUTES**

On a motion by Doris Matey, seconded by Diane Wilverding and passed, approving the minutes of the previous meeting (January 11, 2016) as prepared and ordered filed.

## **CORRESPONDENCE**

President Coplan reported on the correspondence that had been received since the last meeting:

- 1) Letter of resignation from Children's Librarian Karen Gray effective February 19, 2016.
- 2) Letter of intention to retire from Senior Library Assistant Gloria Waldron effective June 1, 2016.

## **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 January 12, 2016 through February 8, 2016 in the amount of \$82,494.85.

A motion was made by Diane Wilverding, seconded by Doris Matey and passed approving the report.

Mr. Ayres reported on the budget hearing. The Library is still waiting for notification of the allocation.

T.G.I. Friendly's – Monday, December 7<sup>th</sup> – awaiting check

Applebee's – January, awaiting check

Wendy's- Monday, March 7<sup>th</sup> 5:00 p.m. – 8:00 p.m. No flyer needed. 15% of all purchases made during that time will benefit the Friends

Annual Friends meeting will be held on Saturday, April 16<sup>th</sup> from 1:00-3:00 p.m. All are invited.

#### Events

Black History Film Series has begun. A total of four (4) movies will be shown during the month of February.

March is Women's History month. There will be five (5) movies shown, Evita, Iron Jawed Angels, The Miracle Worker, Amelia, and Mona Lisa Smile. In addition, we will be adding True Tuesday Biography Series. Every Tuesday, at 3:00 p.m. a biography will be shown. In this series we have Princess Diana, Eleanor Roosevelt, Annie Oakley, Amelia Earhart, and Oprah.

In April, our movies series will be a tribute to Frank Sinatra. Movies will be announced.

Jeff Wayne has been an immense help in selecting these movies for us to show to the community.

Saturday, February 20<sup>th</sup> is "Take your child to the Library Day". This is a national program that is held at anytime in February. The idea is to attract families into the library and to introduce them to the programs that are held. We will have face painting, Legos, arts & crafts, games, story time with a local author, and a children's variety show.

Wednesday, March 2<sup>nd</sup> we will be celebrating Dr. Seuss' birthday with story time and a visit from Cat in the Hat. If anyone from the Library Board is interested in reading, please contact Dawn Beviano, the program will be held from 3:30-4:30 p.m.

Wednesday, April 27<sup>th</sup>, is Jazz Night. The LHS Jazz Ensemble will delight listeners with their music. Coffee/Tea and refreshments will be provided.

Our regular programs are also continuing, Monday Movies, Lego Club, Arts and Crafts for kids, Therapy Dog and the Financial Education Series.

Our first newsletter will be sent out next week.

Fundraisers are being worked on and a schedule will be given at the next board meeting in March.

### **POLICY COMMITTEE**

DR. MARLENA BERGHAMMER, CHAIRPERSON:

Reaffirmed the hiring procedure for future employment openings which states, all initial candidates will be interviewed by the Director and Personnel Committee. Subsequently, the Board will be provided with the top three (3) candidates to interview. This procedure will be followed for every opening from this day forward.

### **DIRECTOR'S REPORT**

Director Dennis Purves reported on:

- 1) We are currently in the process of upgrading our computers from Windows 7 to Windows 10.
- 2) The problem with connecting to WiFi on the third floor which we were experiencing last month has been resolved.
- 3) On Tuesday, January 26<sup>th</sup>, Pro-Tec conducted its first alarm inspection. Our equipment passed.
- 4) There are letters of resignation from children's librarian Karen Gray and senior library assistant Gloria Waldron.
- 5) All librarians attended a webinar on Axis 360.
- 6) We have signed with Soehl Middle School 21<sup>st</sup> Century Community Learning Centers as a collaborating agency.
- 7) On Friday, January 29<sup>th</sup>, I attended the LUCG meeting held at Roselle Park Memorial Library. The LUCG reception will most likely be held at the Summit Public Library on a date still to be determined.
- 8) On Tuesday, February 2<sup>nd</sup>, I attended the Chamber of Commerce meeting held at Inroads to Opportunity. They've shown an interest in showing some art at the library in the future.
- 9) From January 7<sup>th</sup> through February 4<sup>th</sup>, there were 2,675 checkouts, 2,675 checkins, and 305 renewals. The meeting rooms were used 14 times in the month of January. The computer lab was used twice.

### **UNFINISHED BUSINESS**

**KEYS FOR LIBRARY** – Trustee Diane Wilverding commented that she feels there are too many keys for the library being distributed.

Director Dennis Purves responded that he has a key, the Fire Department and Police Departments have keys, the Administrative Clerk and the Account Clerk have keys. He further explained that the keys that have been distributed to the

Account Clerk and Administrative Clerk have been done so as a contingency plan. He further explained that there was an issue one day when the maintenance man called out sick he was out of town at a seminar so the staff had no access to the library. The staff entered the library and the police responded.

Trustee Robert Ayres stated that the Director had answered any concerns Trustees may have had satisfactorily.

### **NEW BUSINESS**

**RESOLUTION-** On a motion by Doris Matey, seconded by Joanna Colucci and passed, adopting the Resolution recognizing Doris Henel for her years of service.

### **NEXT MEETING**

The next meeting is scheduled for Monday, March 14, 2016 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

### **COMMENTS FROM THE PUBLIC**

Council Liaison Armando Medina commented about the issue with the Library and the City's new webpage. He encouraged the Director to contact the vendor to resolve the issue.

Council President Jorge Alvarez addressed the Board relative to the request to increase the library's allocation to the Library. He stated the Council wants to see what their fund are being used for. He additionally stated the Board should come to a Council meeting to address any concerns the Council may have.

Ms. Wilverding stated she feels that the Council should be invited to the Library.

However, the consensus of the Board was to attend a Council Caucus meeting at City Hall to address any concerns.

Council President Jorge Alvarez invited the Director to have lunch to discuss the financial issues.

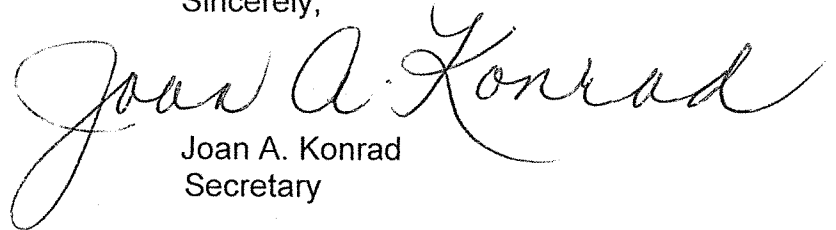
Friends of the Library President Dawn Beviano expressed gratitude to the Board of Trustees for their support in hiring her tonight.

Several concerned mothers of toddlers voiced support of the Board for the prompt hiring of a Children's Librarian following the resignation of former Children's Librarian Karen Gray.

**ADJOURNMENT**

On a motion by Dr. Berghammer, seconded by Doris Matey and passed, the meeting adjourned at 8:51 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

## RESOLUTION RECOGNIZING DORIS J. HENEL

**WHEREAS**, Doris J. Henel began serving in the capacity of Trustee on the Library Board of Trustees from February 1984 through December 1994 and was subsequently appointed in 2007 to serve as the Mayor's alternate and continued serving in various capacities, including five (5) terms as President, through December 31, 2015; and

**WHEREAS**, as a member of the Library Board of Trustees, Doris Henel worked diligently to provide the residents of the City of Linden with outstanding library materials and services; and

**WHEREAS** in 2011 Doris J. Henel was recognized by the City of Linden as Outstanding Senior Citizen of the Year; and

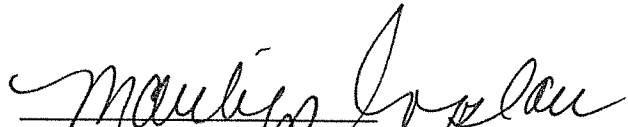
**WHEREAS**, in 2013 Doris J. Henel was recognized by the Libraries of Union County Consortium as the Trustee of the Year; and

**WHEREAS**, Doris J. Henel was such an effective Trustee and an asset to the Board and has been an outstanding advocate for the Linden Free Public Library Board of Trustees; and

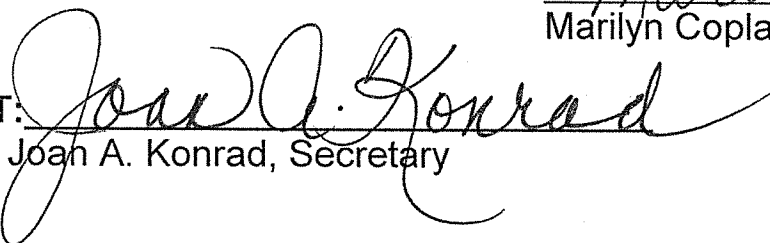
**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE LINDEN FREE PUBLIC LIBRARY** that Doris J. Henel is hereby commended for the high level of commitment she demonstrated and significant contributions she made to the Board of Trustees; and

**BE IT FURTHER RESOLVED** that Doris J. Henel gave generously of her time, experience and expertise in all matters affecting the development of the Library and this Resolution be spread upon the pages of the minute book in recognition and appreciation of the service performed by her.

**ADOPTED:** February 8, 2016

  
Marilyn Coplan, President

**ATTEST:**

  
Joan A. Konrad, Secretary