

LINDEN FREE PUBLIC LIBRARY  
31 EAST HENRY STREET  
LINDEN, NEW JERSEY  
BOARD MEETING  
BERNICE BEDRICK ROOM  
APRIL 11, 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 (entered the meeting at 6:35 p.m.)  
Joan A. Konrad  
Dorota Kotowski  
Doris Matey  
Greg Martucci  
Diane Wilverding

Marilyn Coplan, President

***ALSO PRESENT:***

Dennis Purves  
Mary Purves  
Luray Rusnock

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

## **MINUTES**

On a motion by Doris Matey, seconded by Diane Wilverding and passed, approving the minutes of the previous meeting (March 8, 2016) as amended prepared and ordered filed. (page 3, paragraph 2 revise to "Ms. Wilverding spoke to the person in charge of the archives at the Rahway Library". Also, the Accounts Clerk submitted a letter requesting an office change.)

## **CORRESPONDENCE**

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

- 1) Thank you note from Senior Library Assistant Susan Tango for the token from the Library Board on her retirement.
- 2) Thank you note from Senior Library Assistant Gloria Waldron for the token from the Library board on her retirement.

## **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 March 15, 2016 through April 11, 2016 in the amount of \$13,238.01.

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

Mr. Ayres reported we need to get a better handle on 2016 with the upcoming budget.

The Board discussed the health benefits. Additional information will be provided as available.

A motion was made by Dorota Kotowski, seconded by Joan Konrad and passed to remove funds (\$2,000) from building account and transfer to TD Bank.

## **BUILDINGS & GROUNDS**

DIANE WILVERDING, CHAIRPERSON:

Ms. Wilverding reported that she and Dorota had met six (6) times and completed saving the articles from the moldy scrap books from School 8. I asked Dawn Beviano to start a Friends of the Library scrapbooks. I will save articles from the Local source on city business and a copy of each month's "Life in Linden".

Ms. Wilverding asked about the status of the security guard.

Ms. Wilverding reported she intends to work on the grounds on Saturdays in May. She reported she will require the ROTC students on two (2) Saturdays to weed and mulch.

Ms. Wilverding reported there is a sprinkler in the closet that houses the archives. We need to start purchasing plastic bins for protection of the documents.

### **PERSONNEL COMMITTEE**

JOANNA COLUCCI, CHAIRPERSON:

In the absence of Mrs. Colucci, President Coplan reported that Library Assistant Alea Fine requested a promotion to Senior Library Assistant. A motion was made by Robert Ayres, seconded by Doris Matey and passed approving the promotion of Alea Fine to the position of Senior Library Assistant at a salary of \$28.96/hour.

President Coplan reported the need for a part time librarian. Dr. Berghammer recommended pursuing a library intern. On a motion by Robert Ayres, seconded by Greg Martucci and passed, the Director was authorized to pursue candidates for both positions.

President Coplan reported there are two (2) candidates for the position of Library Board attorney. One is Eric M. Aronowitz and the other is Andrew M. Baron. This is tabled pending additional information.

### **FUND RAISING**

DORIS MATEY, CHAIRPERSON:

Mrs. Matey read the report prepared by Friends President Dawn Beviano.

Wendy's- February - awaiting check

Buffalo Wild Wings - awaiting check

May 11<sup>th</sup> – Moe's Linden

June 6 – Menchie's Yogurt shop (Target Mall – Old Children's Place) flyer needed –they haven't sent it over yet.

July 11 – Red Mango – Clark Commons—flyer needed  
July 11 – Panera Bread – Clark Commons – flyer needed

### **PROGRAMS**

April 18<sup>th</sup> – local author, Dennis Purves, will speak about his books  
April 27<sup>th</sup> – Jazz night with the LHS Jazz Ensemble and Grammy nominated American harmonica player and vocalist, formerly from Linden, Rob Paprozzi

Movies have become a regular program under librarian, Jeff Wayne

Legos – 1<sup>st</sup> Wednesday of every month

Wags to Read – Last Wednesday of every month

Arts & Crafts – Last Wednesday of every month

### **FUNDRAISERS**

June 6<sup>th</sup> – A.C. Moore – Linden – flyer needed

July 8, 9, 10, 11 – 5 Below –Clark Commons – flyer needed

### **PURCHASES**

The Friends purchased the security camera for the Children's library room.

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

### **POLICY COMMITTEE**

Dr. Marlena Berghammer, Chairperson:  
NO REPORT

### **DIRECTOR'S REPORT**

DIRECTOR DENNIS PURVES reported on:

- 1) Children's Librarian Ginger Moore will begin programming on April 12<sup>th</sup>. She has shown a lot of enthusiasm and I am very hopeful that she will do well.
- 2) On Friday, April 8<sup>th</sup>, children's librarian Ginger Moore attended the YS-LUCC meeting held at the Plainfield Public Library.
- 3) A webinar was held to explain new JerseyCat features. In attendance were senior librarian Sharon Albert, librarians James Fabiano and Jeff Wayne, senior library assistant Carol Duffy and

- 4) library assistants Dolores Sawczyn and Gabe Sherian, and myself. The new features rolled out March 29<sup>th</sup>.
- 5) From March 10<sup>th</sup> through April 7<sup>th</sup> there were 3023 checkouts, 3006 check-ins and 331 renewals. The meeting rooms were used forty (40) times in March, and the computer lab was used three (3) times.
- 6) June a reminder that if anyone wants to attend the legislative breakfast on Friday, April 15<sup>th</sup>, at the Cranford Recreation Center (next to the library), please let me know.
- 7) The Friends of the Library annual meeting is April 16<sup>th</sup>. Please attend if possible.

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

The Board went into executive session at 7:20 p.m. A motion was made by Dorota Kotowski, seconded by Joan Konrad.

On a motion by Robert Ayres, seconded by Greg Martucci and passed, the Board reopened to the public at 8:10 p.m.

### **NEXT MEETING**

The next meeting is scheduled for Monday, May 9, 2016 at 6:30 p.m. in the Bernice Bedrick Meeting Room, 31 E. Henry Street, Linden.

### **COMMENTS FROM THE PUBLIC**

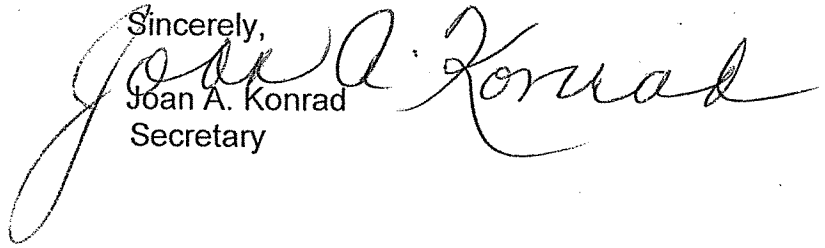
President Coplan reported that Brad Creanzo will be at the Library to finish the film about reading. The host is Councilman Bob Sadowski. It will be run on Channel 36 and Facebook.

Friends of the Library President Dawn Beviano reported that she had spoken to the Director about Library Card Sign-up Month in September to promote the Library.

**ADJOURNMENT**

On a motion Robert Ayres, seconded by Doris Matey and passed, the meeting adjourned at 7:27 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 right of the typed name and title.

Joan A. Konrad  
Secretary