

**LINDEN FREE PUBLIC LIBRARY
31 EAST HENRY STREET
LINDEN, NEW JERSEY
BOARD MEETING
BERNICE BEDRICK ROOM
NOVEMBER 13th, 2017**

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. Berghammer
Dorota Kotowski
Joan A. Konrad
Doris Matey
Maria Pizzelli
Diane Wilverding
Marilyn Coplan, President

ALSO PRESENT:

Dennis Purves
Luray Rusnock

Andrew Baron, Esq.

EXCUSED: Mayor Derek Armstead
Dr. Danny Robertozzi

Mr. Baron requested that the Board go into executive session.

On a motion from Mrs. Konrad, seconded by Mr. Ayres, the Board went into executive session.

On a motion from Mr. Ayres, seconded by Mrs. Konrad, the Board exited executive session.

On a motion from Mrs. Pizzelli, seconded by Mrs. Konrad, the Board returned to the meeting.

MINUTES

On motion by Mrs. Konrad, seconded by Dr. Ayres, the minutes of the previous meeting (October 2nd, 2017) were approved.

CORRESPONDENCE

None.

TREASURER'S REPORT & FINANCE COMMITTEE

Robert Ayres, Treasurer:

Mrs. Rusnock said the reported amount spent from the building fund was incorrect and she would have the correct amount for the next meeting.

Mr. Ayres said we found out our minimum funding for next year, but still haven't gotten the extra \$125,000 we were promised this year.

He said we'd still likely be short next year, but would be in better shape.

Mr. Purves stated that the minimum funding has slowly been going up the last few years.

Dr. Berghammer asked what the minimum funding was based on.

Mr. Purves said he put in the management report what the funding is based on, which basically is real estate value.

Mr. Ayres said we were told to expect about a 10% increase in health benefits for each year.

He requested approval to authorize payment of bills for the period of October 2nd, 2017 through November 13th, 2017, in the amount of \$115,881.91 (general fund) and \$2217.82 (building fund) for a grand total of \$118,099.73.

On a motion from Mrs. Konrad, seconded by Mrs. Kotowski, the treasurer's report was approved.

BUILDINGS AND GROUNDS

Diane Wilverding, Chairperson:

Mrs. Wilverding asked if the large bins were put in the shed on bricks.

Mr. Purves said they're in the maintenance room.

Mrs. Wilverding said that could be a fire hazard.

Mr. Purves said he'd have to check.

Mrs. Wilverding said she needs Mrs. Rusnock to go through some more boxes to see what else needs to be discarded.

She wants the garden beds to stay the way they are through the winter.

She said she had the ROTC kids on site in October. They found beer cans hidden there and said she thinks people are parking here on weekends and drinking. She also asked if the police could drive by on Fridays and Saturdays.

Mrs. Coplan asked if the gate between the bank and the library is open.

Mrs. Wilverding said it's solid.

FUND RAISING

Doris Matey, Chairperson:

From the Friends president's report, in September \$85 was received from Friendly's and in October \$54.78 was received from Chipotle. There was no fundraiser in November and the December fundraiser has not been determined yet.

The drawing for the 50/50 fundraiser will be December 11th at 7:00 pm.

The Friends are working on the Library's 90th anniversary for 2018. There will be programs throughout the year. A full schedule will be given once the dates are confirmed with the performers.

On behalf of the Friends of Linden Library, we thank you all for your continued support and wish you a blessed Thanksgiving.

The Friends are having their annual book sale in April.

PERSONNEL COMMITTEE

Joan Konrad, Chairperson:

She asked for approval to hire Dyani Gonzalez as library page at

\$8.44 an hour. She stated that her background check came back clear.

On a motion from Mr. Ayres, seconded by Ms. Wilverding, the treasurer's report was approved.

POLICY COMMITTEE

Diane Wilverding, Co-chairperson/Dr. Berghammer, Co-chairperson:

Ms. Wilverding asked if the policy changing the loan period for museum passes and TV season DVDs had gone into effect yet.

Mr. Purves said that the museum passes had been changed. The DVDs have not all been changed yet but it's being worked on.

DIRECTOR'S REPORT

Director Dennis Purves reported on:

A few months ago there was graffiti on the side of the building, and the person was caught on camera. He was made to write an apology letter and do community service. He stated the area had been cleaned.

There have been regular incidents with minors which have required calling the police.

Mrs. Wilverding asked if it would be a good idea to change the hours of the security guard so they're both present after school.

Mr. Purves stated that he would definitely put both security guards during after school hours.

He stated that most if not all libraries have problems with students after school.

On Thursday, October 12th, senior librarian Sharon Albert attended

the eLibrary membership meeting held at the Plainfield Public Library.

On Friday, October 20th, he attended the LUCC meeting held at the Hillside Library.

On Wednesday, October 24th, he attended the New Jersey Public Library Directors Summit at the Holiday Inn in East Windsor.

On Friday, October 27th, children's librarian Ginger Moore attended the YS-LUCC meeting held at Fanwood Librayr.

The library's minimum funding will be \$1,921,251, an increase of \$112,730, or 6.23%. He included an explanation of the third of a mil calculation for fudning. He said that when the third of a mil goes down it's a bad sign for the city.

From September 28th through November 7th there were 4,100 checkouts, 4,613 check-ins, and 463 renewals. The meeting rooms were used 29 times and there were 108 new borrowers added in October.

Dr. Berghammer asked if the newly elected members of the Board of Education could be invited to a Library Board meeting.

Ms. Wilverding stated that the whole Board of Education should be invited.

Mr. Purves said that there are two members of the Board of Education on the staff and they do a lot to promote the library.

UNFINISHED BUSINESS

Discussion on canceling the December meeting:

Ms. Wilverding said the Board should meet since there is the raffle

drawing, they need to sign checks, and they need to see the new library hours.

Mr. Purves said that the drawing could be done without a meeting.

Ms. Wilverding said they still should see the new schedule.

Mr. Purves said that there didn't need to be a meeting just for that.

On a motion from Mrs. Konrad, seconded by Dr. Berghammer, the December meeting was canceled. The vote was unanimous except for Ms. Wilverding's nay vote.

2018 Library Board Meeting Dates:

On a motion from Mrs. Kotowski, seconded by Mrs. Konrad, the 2018 Library Board meeting dates were approved.

2018 Holiday Closings:

On a motion from Mrs. Ayres, seconded by Mrs. Konrad, the 2018 holiday closing list was approved.

Resolution to Pay the Bills in December 2018:

On a motion from Mrs. Konrad, seconded by Dr. Berghammer, the resolution was approved.

NEW BUSINESS

None.

NEXT MEETING

The next meeting scheduled for Monday, January 8th, 2018, at 6:30 pm in the Bernice Bedrick Room, 31 E. Henry Street, Linden.

COMMENTS FROM THE PUBLIC

None.

Mrs. Rusnock stated that the library is getting a credit card reader. It will cost \$300 per year.

Mr. Purves said that the amounts owed for fines and fees can be high.

Mrs. Rusnock said the machine itself is \$295. It costs .25 per day each day there is a transaction. It's .15 per transaction, plus .0075.

She said no transactions under \$10 will be accepted.

Dr. Berghammer stated that the transaction cost should be charged to the patron.

Mr. Ayres asked if other libraries are accepting credit cards.

Mr. Purves said they are but he couldn't say how many. He said more and more people are coming in without cash.

On a motion from Dr. Berghammer, seconded by Mrs. Matey, the motion to pass the transaction charge on to the patron was approved.

Ms. Wilverding said that they would need to go into executive session again.

On a motion from Mrs. Konrad, seconded by Mr. Ayres, the meeting was closed to enter executive session.

On a motion from Mrs. Matey, seconded by Dr. Berghammer, the Board went into executive session.

On a motion from Dr. Berghammer, seconded by Mr. Ayres, the Board came out of executive session and the meeting was reopened.

ADJOURNMENT

On a motion by Dr. Berghammer, seconded by Mrs. Konrad and passed, the meeting adjourned at 7:42 p.m.

Sincerely,

Joan A.
Konrad
Secretary