

**ELMWOOD PARK PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

**MINUTES OF MEETING
February 11, 2008**

OPEN

At 7:50pm by Jamie Silverman; Pursuant to New Jersey Sunshine Laws, notices were in Borough Hall and the Library, advising the public of the Board of Trustee meeting, which is open to all.

ROLL CALL

Present: Jamie Silverman, Suzanne Roberson, Louise Gerardi, Mayor Richard Mola, Eleanor Kava

Absent: Joseph Kipilla, Doris Wechtler

MINUTES

Minutes from the January 14, 2008 Board meeting were accepted.
First: Jamie Silverman, Second: Louise Gerardi, All Approved.

FINANCIAL REPORTS

A. BILLS LIST

A motion was made to accept the January Bill's list in the amount of \$5,922.68.
First: Eleanor Kava, Second: Suzanne Roberson
Jamie Silverman, Suzanne Roberson, Louise Gerardi, Eleanor Kava. All approved.

B. BUDGET COMPARISON

The January Budget Comparison report was not completed. The temporary accountant is in the process of bringing the report up-to-date.

C. TRIAL BALANCE REPORT

The temporary accountant submitted the January Trial Balance Report to the Board in the amount of \$842,200.75. The Board will review the report for content and accuracy before voting for approval.

DIRECTOR'S REPORT

The Library survey must be submitted to the State by April 4, 2008. The Municipality must submit its required information to the Library by March 15 to ensure a timely completion.

REFERENCE LIBRARIAN REPORT

Computer classes were well received this month. Additional classes will be added for next month.

MINUTES OF MEETING

Page Two

CIRCULATION REPORT

No circulation questions were raised, as this was the first month of the new circulation year.

YOUTH SERVICES LIBRARIAN'S REPORT

There is a correction for the Children's Circulation figures from 2,666 to 2,545. The circulation for Young Adult books was corrected from 471 to 456.

The book groups for Grades 3 & 4 and for Grades 5 & 6 will begin meeting in late February. Grades 7-9 will review new releases and post reviews on the Elmwood Park Public Library (EPPL) website.

The Director and Assistant Director are seeking to move all tutoring sessions to the second floor of the Library

A motion was made to accept all January reports en masse (Director's Report, Reference Librarian's Report, Circulation Report, and Youth Services Librarian's Report).

First: Eleanor Kava, Second: Suzanne Roberson

Jamie Silverman, Suzanne Roberson, Louise Gerardi, Eleanor Kava. All approved.

ITEMS OF DISCUSSION

The Board has approved the lease on a new color copy machine. A 60-month lease option has been signed with DPI Investment Options in the amount of \$259.00 per month

A motion was made for Anais Scott to attend the PLA Conference in Minneapolis, MN on March 25-29. Funds of \$1,750.00 will be allocated for hotel expenses and Conference fees.

First: Eleanor Kava, Second: Suzanne Roberson

Jamie Silverman, Suzanne Roberson, Louise Gerardi, Eleanor Kava. All approved.

VITA tax will be at the Library to provide tax service beginning February 19 and running through April for lower based income individuals and families.

My Space internet site has been blocked from access on the library's computers.

The Reference Librarian, under the Director's guidance, will begin assuming the responsibilities of planning and promoting the Adult Programs.

A motion was made to remove the Interim title and promote Bobbie Protono to full-time Director of the Elmwood Park Public Library at an annual salary of \$65,000.

First: Suzanne Roberson, Second: Louise Gerardi

Jamie Silverman, Suzanne Roberson, Louise Gerardi, Eleanor Kava, Doris Wechtler (via telephone). All approved.

MEETING ADJOURNED

The meeting was adjourned at 9:58pm