

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

**MINUTES OF THE MEETING**

**March 17, 2008**

**OPEN**

At 7:10 by Jamie Silverman; Pursuant to New Jersey Sunshine Laws, notices were in Borough Hall and the Library, advising the public of the Board of Trustees meeting, which is open to all.

**ROLL CALL**

**Present:** Jamie Silverman, Suzanne Roberson, Louise Gerardi, Mayor Richard Mola, Doris Wechtler, Joseph Kipilla, Eleanor Kava

**Absent:** None

**MINUTES**

Minutes from the February 11, 2008 Board meeting were accepted.

First: Doris Wechtler, Second: Suzanne Roberson

Approved: Jamie Silverman, Suzanne Roberson, Louise Gerardi

Mayor Richard Mola abstained. Mayor Mola requested that it be noted that he is opposed to sending a new Assistant Director to the PLA Conference for \$1,750. He also is opposed to her missing four days of work. The mayor also noted that more discussion is needed about money set aside for conventions in the new budget.

**FINANCIAL REPORTS**

**A. BILLS LIST**

A motion was made to accept the February Bills List in the amount of \$30,343.58.

First: Doris Wechtler, Second: Suzanne Roberson

Jamie Silverman, Suzanne Roberson, Louise Gerardi, Approved.

Mayor Richard Mola abstained.

**B. BUDGET COMPARISON**

The Finance Committee will be meeting soon to complete the new budget. The temporary accountant is continuing to bring the report up-to-date.

**C. TRIAL BALANCE REPORT**

The temporary accountant submitted the February Trial Balance Report to the Board in the amount of \$846,148.27. Updates will be made to the mature dates and close dates on the library CDs.

## **MINUTES OF MEETING**

Page Two

A motion was made to approve the Bills List, Trial Balance and Budget Comparison reports.

First: Doris Wechtler, Second: Suzanne Roberson

Approved: Doris Wechtler, Suzanne Roberson, Jamie Silverman, Louise Gerardi, Joseph Kipilla.

Mayor Richard Mola abstained.

### **DIRECTOR'S REPORT**

The library completed the first part of the Bill and Melinda Gates Foundation Technology grant. We are waiting for a response as to what the next step in the process will be. We are eligible to apply because we were designated as meeting the poverty eligibility criteria for this grant.

The library is looking into a movie license, which would give us the opportunity to show movies as another program option for both adults and children. Before the license is purchased, community room availability needs to be checked. We are also checking the senior center services so that we do not double up on services to the community. The mayor questioned the necessity of the license for the library and said he would contact our attorney to verify.

Circulation statistics for 2007 show that the library has dropped to Tier 3 status according to BCCLS.

### **REFERENCE LIBRARIAN REPORT**

Computer classes were well received again this month. The courses will continue to be introductory level until attendance decreases. At that time, we should begin scheduling classes at a higher skill level.

### **CIRCULATION REPORT**

No questions were raised on this report.

### **YOUTH SERVICES LIBRARIAN'S REPORT**

The book group is progressing well. The grade 3-4 group has eleven members and the grade 5-6 group has approximately five members. The press release for these programs has finally been run by the Community News.

There are two people registered for the online discussion group for older kids. The Youth Services librarian will be looking into working with the schools to help make this program successful.

## **MINUTES OF MEETING**

Page Three

There were no Children's or Young Adult books ordered in February because they were submitted in March. The March report will show book orders for both the Children's and Young Adult collections.

The baby story time group has been quite successful as well as the drop-in group on Friday morning. The parents are getting the opportunity to discuss common topics around parents and build a support group with the other parents.

Anais Scott attended part one of the New Director's orientation. There were several sessions including a workshop on Library Finance and State Aid, Budgets and Finance, and Dealing with the Deadwood, which dealt with turning around weak members of an entrenched staff.

A motion was made to approve all reports.

First: Doris Wechtler, Second: Louise Gerardi

Doris Wechtler, Suzanne Roberson, Jamie Silverman, Louise Gerardi, Joseph Kipilla, Mayor Richard Mola, All approved.

## **ITEMS OF DISCUSSION**

The bookkeeper appointment/salary resolution was tabled until the next work session meeting for further discussion.

The April, May, and June meeting dates have been changed to the following:

April 7, 2008 Work Session at 6:00 P.M.

April 14, 2008 Public Meeting at 6:00 P.M.

May 5, 2008 Work Session at 6:00 P.M.

May 19, 2008 Public Meeting at 6:00 P.M.

June 2, 2008 Work Session at 6:00 P.M.

June 16, 2008 Public Meeting at 6:00 P.M.

These changes will be posted in the library, borough hall, on the library website, and in the Community News.

The Library Board of Trustees requested a copy of the letter sent to the state by the mayor stating the corrected trustee expiration dates. This information was needed for the 2007 State Library Survey.

An account on QuickBooks for over/under in the cash register has been approved.

The finance committee has been established and will consist of Jamie Silverman, Doris Wechtler, and Suzanne Roberson. A separate meeting date will be arranged for the committee to work on the 2008 budget.

**MINUTES OF MEETING**

Page Four

**PUBLIC COMMENTS**

Councilman Trawinski stated his corroboration that the mayor is serious about cost cuts in town. The council in town has recently experienced cost cuts and if we can cut back on anything in anyway now it would be beneficial.

**MEETING ADJOURNED**

The meeting was adjourned at 8:25 P.M.