

## BERGENFIELD LIBRARY BOARD OF TRUSTEES MEETING

### Minutes

April 14, 2016

Present:

Dr. Nelson Reynoso, Vice President  
Barbara Chittum, Recording Secretary  
Rafael Marte  
Charles J. O'Dowd, Jr, Trustee Emeritus  
Jay Shiner  
Norman Schmelz, Mayor  
Christopher Tully  
Allison Moonitz, Director

Dr. Nelson Reynoso called the session to order at 7:40 p.m.

### **Notification of Public Meeting**

Vice President Reynoso read the report on public notification of this meeting.

### **Public Portion**

The Toastmasters Good Neighbor's Club presented a case for decrease in the amount charged by the library to hold their meetings. Elena Acosta, President and George Mampara, VP of Education were present to delineate their needs and what they could afford.

### **Oath of Office of New Board Member**

Mayor Schmelz administered the Oath of Office to Rafael Marte as a new Trustee of the Bergenfield Public Library.

### **Minutes**

A motion was made by Mr. Shiner, seconded by Dr. Reynoso to accept the minutes of March 10, 2016. All voted in favor with exception of Mayor Schmelz, who abstained. Motion carried.

### **Bills**

A motion was made by Mrs. Chittum, seconded by Mr. Shiner to approve the March 10, 2016 bill list. All voted in favor. Motion carried.

### **Correspondence**

No report.

### **President's Report**

No report. The board congratulated Mr. Marte on his appointment to the Library Board.

### **BCCLS and Friends**

Ms. Moonitz announced Tommy Fox's Dining to Donate will be held on April 20<sup>th</sup> and 21<sup>st</sup>. Flyers are available at the Checkout desk.

### **Buildings and Grounds**

A motion was made by Ms Chittum and seconded by Mayor Schmelz to sign the 2016-2017 service contract with Assa Abloy for \$2,160.00. The price remains the same from the previous year's contract. All voted in favor. Motion carried.

The Girl Scouts requested the use of the building for a Saturday Night 'Overnight' in the event of inclement weather. (About 50 girls plus chaperones) A motion was made by Mayor Schmelz and seconded by Mr. Shiner to approve the overnight if there is a police presence as was promised at the field location as well as that proper insurance is approved by the Borough in advance. All voted in favor. Motion carried.

### **Finance**

The Financial Summary was distributed and discussed.

### **Strategic Planning**

Dr. Reynoso met with the Strategic Planning Committee on April 11<sup>th</sup> for a debriefing of the One Town, Many Stories event. There needs to be growth of additional resources from town businesses and individuals for the production of these events. In 2018 the Library will celebrate its Centennial. Early brainstorming ideas were discussed, including a gala.

### **Personnel**

Ms. Moonitz stated that she hopes to have all four part-time jobs that are vacant, filled by the end of the month.

Library Appreciation Month was discussed. A thank-you breakfast will be held for the staff after Mr. Neats returns from vacation. Dr. Reynoso circulated a donation envelope.

### **Director's Report**

Ms. Moonitz said the website is being redone. Financing a new logo was discussed. It was suggested that perhaps Bergenfield students might offer ideas for a new logo. Mr. Langschultz should be contacted in this regard.

### **Trustee Education**

Ms. Moonitz has made links available to upcoming Trustee Education sites. A reminder was given that the Financial Disclosure statements must be completed.

### **Old Business**

Ms. Moonitz informed the trustees that the Capital Budget request from Bergenfield was approved for \$28,000.

Ms. Moonitz showed the board the weakness in the existing wireless network. Research and review of the situation is warranted. Mr. Langschultz would be included in the research and discussion.

### **New Business**

A motion was made by Mr. Shiner, seconded by Mayor Schmelz to allow the Toastmasters to meet twice a month for a fee of \$20 per session, in a space specified by the Director. If the size of the group becomes significantly larger, the fee charged may have to be revisited. All voted in favor. Motion carried.

### **Adjournment**

A motion was made by Mayor Schmelz, seconded by Mrs. Chittum to adjourn the meeting. Meeting was adjourned at 9:30 p.m.

Respectfully submitted,

*Barbara Chittum*

Barbara B. Chittum  
Recording Secretary

