

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Minutes
February 8, 2017
Annual/Regular Meeting

- A. Meeting called to order: 7:38 p.m. – President John Fearn presiding
- B. Reading of the Open Public Meetings Act: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of February 8, 2017 was included in a list of meetings notice advertised in the NORTH JERSEY HERALD & NEWS and THE HAWTHORNE PRESS on January 26, 2017, was posted on the bulletin board and remains continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the Office of the Borough Clerk.

Proper notice having been given, the Secretary is directed to include this statement in the minutes of this meeting.

- C. Roll call:
1. Members present: Shirley De Groot, John Fearn, Erik Malpica, Holly Rogers
 2. Members absent: Betty Klein (excused), Mayor Randy George (excused), Joanne Tattersall (excused)
 3. Staff present: Susan Serico, Library Director
 4. Guests present: None
- D. Correspondence: None
- E. Minutes of the previous meeting: **Motion to approve the minutes of the previous meeting of January 11, 2017 made by Erik Malpica and seconded by Holly Rogers. Motion carried.**
- F. Treasurer's General Fund Report: **Motion to receive the December 2016 Treasurer's General Fund Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- G. Treasurer's Gift Account Report: **Motion to receive the December 2016 Treasurer's Gift Account Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- H. Treasurer's Capital Account Report: **Motion to receive the December 2016 Treasurer's Capital Account Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**

- I. Treasurer's Annual Report: **Motion to receive the 2016 Treasurer's Annual Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- J. Bills in Order to Be Paid: **Motion the bills for January 12-February 8, 2017 be paid if and when the funds are available made by Holly Rogers and seconded by Erik Malpica. Motion carried.** (Copy attached and made part of the within minutes.)
- K. Director's Annual Report: **Motion to receive the 2016 Director's Annual Report made by Holly Rogers and seconded by Erik Malpica. Motion carried.**
- L. Director's Report: **Motion to receive the January 2017 Director's Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**
- M. Committee reports:
1. Public Relations:
 - a. The winter session of Tech Talk began January 12 and will run through February 16. Claire Houghton-Kiel is available Thursday evenings to share her knowledge of “all things tech” courtesy of the Friends of the Library. Registration for each one-on-one session of the six-week series is filled.
 - b. Seven children ages 3-5 and a parent/caregiver attended Preschool Story Time on January 13.
 - c. 10 children in grades K-2 attended the January 13 Super Science class.
 - d. Four children ages 12-23 months and a parent/caregiver attended Baby Play Time on January 16.
 - e. The Friends of the Library Annual Meeting was held on January 17.
Officers and trustees for 2017 are:
(1.) President – Joanne Tattersall
(2.) Vice President – Joseph Rutkowski
(3.) Secretary – Helen Simi
(4.) Treasurer – Jack Hainthaler
(5.) Trustees – Howard Jost, Allen Marchisin, Joseph Rigolio
 - f. Eight women made sock snowman at the January 17 meeting of the Crafty Ladies Club.
 - g. Seven two year-olds and a parent/caregiver participated in Toddler Story Time on January 18.
 - h. Four members of the Green Team met at the library on January 19.
 - i. Seven children ages 3-5 and a parent/caregiver attended the January 20 session of Preschool Story Time.
 - j. 12 students in grades K-4 attended After-School Story Time on January 20.
 - k. Five children ages 12-23 months attended Baby Play Time on January 23.
 - l. 14 members of the North Haledon Business Network met at the library on January 23.
 - m. 12 women screened *Florence Foster Jenkins* on January 24. The Movies Worth Watching series is sponsored by the Friends of the Library.

- n. 15 members of the Public Events Committee met at the library on January 24.
- o. Seven two year-olds and a parent/caregiver attended the January 25 Toddler Story Time.
- p. 10 children ages 3-5 and a parent/caregiver attended Preschool Story Time on January 27.
- q. Five 3rd and 4th grade students attended the January 27 Super Science class.
- r. Seven children ages 12-23 months and a parent/caregiver participated in Baby Play Time on January 30.
- s. Six two year-old children and a parent/caregiver participated in the February 1 Toddler Story Time.
- t. Eight members of Readers Group of North Haledon met at the library on February 2.
- u. 12 children ages 3-5 and a parent/caregiver attended Preschool Story Time on February 3.
- v. 12 children in grades K & up enjoyed an afternoon of board game fun on February 4.
- w. Four children ages 12-23 months and a parent/caregiver came to Baby Play Time on February 6.
- x. Shelley Steiner, Education and Outreach Coordinator for Alzheimer's New Jersey presented a talk on *Healthy Aging: Tips for Your Body and Brain* on February 7. Part of the Tuesday Talks for Seniors series, the program was attended by 19 adults. Refreshments were provided by the Friends of the Library.
- y. Five two year-olds and a parent/caregiver attended the February 8 session of Toddler Story Time.
- z. Upcoming programs:
 - (1.) Tech Talk (2/9)
 - (2.) Preschool Story Time (2/10)
 - (3.) Super Science (2/10)
 - (4.) Baby Play Time (2/13)
 - (5.) Readers Kaffeeklatsch (2/14)
 - (6.) Toddler Story Time (2/15)
 - (7.) Tech Talk (2/16)
 - (8.) Preschool Story Time (2/17)
 - (9.) After-School Story Time (2/17)
 - (10.) Crafty Ladies Club (2/21)
 - (11.) 1,000 Book Before Kindergarten kick-off event (2/22)
 - (12.) Super Science (2/24)
 - (13.) Baby Play Time (2/27)
 - (14.) North Haledon Business Network (2/27)
 - (15.) Movies Worth Watching: Sully (2/28)
 - (16.) Toddler Story Time (3/1)
 - (17.) Tech Talk (3/2)
 - (18.) Preschool Story Time (3/3)

- (19.) Board Game Day (3/3)
- (20.) Baby Play Time (3/6)
- (21.) Tuesday Talks for Seniors: Ian Gallagher – Irish music & song (3/7)
- (22.) Toddler Story Time (3/8)

- 2. Personnel: No report
- 3. Building, Grounds and Expansion: No report
- 4. Policy/Library Services: No report
- 5. Finance: No report

N. Unfinished business: None

O. New business: None

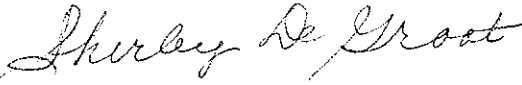
P. Motion to open meeting to public for discussion: **Motion to open meeting to the public for discussion made by Holly Rogers and seconded by Erik Malpica. Motion carried.**

Q. Motion to close the floor to the public: **There being no public present, motion to close the floor to the public made by Holly Rogers and seconded by Erik Malpica. Motion carried.**

R. Motion to close the meeting: **Motion to close the meeting and adjourn at 8:14 p.m. made by Holly Rogers and seconded by Erik Malpica. Motion carried.**

S. Date of next regularly scheduled meeting: The next meeting of the Trustees of the Free Public Library of the Borough of North Haledon will be held on March 8, 2017 at 7:30 p.m. in the library.

Respectfully submitted,


Shirley De Groot
Secretary

Sfs

Free Public Library
Borough of North Haledon

Bills in Order to Be Paid
January 12 - February 8, 2017

I. GENERAL FUND			
A. SALARIES/LONGEVITY	(January 2017)		19,170.84
B. FRINGE BENEFITS			
	Social Security (January 2017)	1,466.57	
	Unemployment/Disability (January 2017)	<u>28.76</u>	
C. MATERIALS			1,495.33
	Audiovisual:		
	CDs:		
	Recorded Books, LLC (75447840, 75460433, 75463658, 75465064, 75469098)	224.98	
	DVDs:		
	Baker & Taylor (K87093720, K87448330, K87487000, K87989820, K87857570, K88520690, K88573650, K89242510, K89351790, K89896400)	575.99	
	Books:		
	Baker & Taylor (3021389123, 3021399859, 3021415690, 3021431241)	417.88	
	Infobases Learning (298519)	33.96	
	Regent Book Co., Inc. (54625)	35.07	
	Computer-readable:		
	eBooks:		
	OverDrive, Inc. (6137-184802573-012317, 6137-154325920-013117)	<u>686.25</u>	
			1,749.15
D. COMPUTER COSTS			
	Integrated Library System:		
	Operating expenses:		
	PALS Plus (2433)	3,632.00	-
	Telecommunications:		
	PALS Plus (2450)	431.33	
	PC Supplies:		
	Staples Credit Plan (1720733471, 1731290931)	616.15	
	PCs & Related Equipment:		
	Staples Credit Plan (1719160221, 1720449041)	<u>371.98</u>	
			5,051.46
E. OTHER LIBRARY OPERATING EXPENDITURES			
	Communications:		
	AT & T (Dec. 28, 2016 - Jan. 28, 2017)	137.83	
	Library Supplies:		
	Brodart Co. (459803)	53.82	
	Research Technology International (200159)	119.85	
	Staples Credit Plan (1717371301, 1722398441, 1724180011, 1724286791, 1731259901, 65645)	234.64	
	Watson Label Products (94485)	568.06	

Free Public Library
Borough of North Haledon

Bills in Order to Be Paid
January 12 - February 8, 2017

Public Relations:

Art & Craft Supplies:

Adult programs:

Oriental Trading Company (681902332-01)

Hospitality:

Staples Credit Plan (1724335601)

75.91

1,190.11

F. PLANT OPERATION & MAINTENANCE

Custodial Supplies:

Staples Credit Plan (1724415621)

88.09

Tanis Hardware Corporation (5841217)

66.47

Lighting, Heating, AC:

Public Service Electric & Gas Co. (Service 12/22/2016-01/25/17)

2,247.61

Repairs:

Tanis Hardware Corporation (5840617, 5840735)

29.86

2,432.03

TOTAL DISBURSEMENTS FROM GENERAL FUND

31,088.92

II. CAPITAL ACCOUNT

A. PLANT OPERATION & MAINTENANCE

Renovations/Expansion:

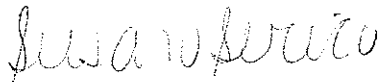
High Mountain Electric LLC. (1012123)

3,975.00

TOTAL DISBURSEMENTS FROM CAPITAL ACCOUNT

3,975.00

Respectfully submitted,



Susan Serico
Director