

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Minutes

July 26, 2017

(Re-scheduled from July 12, 2017)

Regular Meeting

- A. Meeting called to order: 7:34 p.m.—President John Fearnis 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 July 26, 2017 was included in a list of meetings notice sent to the NORTH JERSEY HERALD & NEWS and THE HAWTHORNE PRESS on July 12, 2017, was posted on the bulletin board on the same date 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 Fearnis, Erik Malpica, Holly Rogers, Joanne Tattersall
 2. Members absent: Mayor Randy George (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 June 14, 2017 made by Erik Malpica and seconded by Holly Rogers. Motion carried.**
- F. Treasurer's General Fund Report:
- a. **Motion to receive the May 2017 Treasurer's General Fund Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
 - b. **Motion to receive the June 2017 Treasurer's General Fund Report made by Erik Malpica and seconded by Joanne Tattersall. Motion carried.**

G. Treasurer's Gift Account Report:

- a. **Motion to receive the May 2017 Treasurer's Gift Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- b. **Motion to receive the June 2017 Treasurer's Gift Account Report made by Erik Malpica and seconded by Shirley De Groot. Motion carried.**

H. Treasurer's Capital Account Report:

- a. **Motion to receive the May 2017 Capital Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- b. **Motion to receive the June 2017 Capital Account Report made by Erik Malpica and seconded by Joanne Tattersall. Motion carried.**

I. Bills in Order to Be Paid:

- a. **Motion the bills for June 15-July 12, 2017 be paid if and when the funds are available made by Joanne Tattersall and seconded by Erik Malpica. Motion carried.** (Copy attached and made part of the within minutes.)
- b. **Motion the bills for July 13-August 9, 2017 be paid if and when the funds are available made by Erik Malpica and seconded by Shirley De Groot. Motion carried.** (Copy attached and made part of the within minutes.)

J. Director's Report: **Motion to receive the June 2017 Director's Report made by Holly Rogers and seconded by Erik Malpica. Motion carried.**

L. Committee reports:

1. Public Relations:

- a. Eight women created patriotic wreaths at the June 20 Crafty Ladies workshop with Miss Ro.
- b. Nine women joined Miss Susan for a guided tour of Laurelwood Arboretum in Wayne on June 21. The Walk 'n' Talk series is co-hosted by the Friends of the Library and the Board of Library Trustees.
- c. Registration for the *Build A Better World Summer Program* began on June 21. This year's program will continue the format followed in the two prior years. There is a reading club for children entering grades K-5 and a story time for preschool children ages 2-5. Special activities for both groups are held Wednesdays at 10:30 a.m. To date, 94 children in grades K-5 have registered for the reading club; 40 preschool children have registered for the story time. The summer program is sponsored by the Friends of the Library.
- d. *A Dog's Purpose* was shown on June 27 as part of the Movies Worth Watching series. 10 adults were in attendance. The series is sponsored by the Friends of the Library.

- e. 10 members of the Public Events Committee met at the library on June 27.
- f. The Friends of the Library are sponsoring Chair Yoga classes on Thursday mornings. The 6-week series began June 29 and will run until August 3. There are currently 12 women registered for the class which is taught by Gianna Wozney.
- g. 15 members of the Readers Kaffeeklatsch gathered together on July 11 to discuss *Rules of Civility* by Amor Towles. Martha Geaney and the Library Director led the discussion.
- h. Six Crafty Ladies made air fresheners on July 18.
- i. 11 adults joined Miss Susan and Mario Medici for a Walk 'n' Talk trip to Roosevelt Island on July 19. Mario Medici is a licensed NYC tour guide. Walk 'n' Talk is co-hosted by the Friends of the Library and the Library Board of Trustees.
- j. Approximately 25 parents of the Class of 2017 High Mountain School students stopped in the library on July 20 to pick up school related paperwork.
- k. The July 25 Movies Worth Watching feature film was *Lion*. Based on the book, *The Long Way Home* by Saroo Brierley, the screening was attended by six women. Movies Worth Watching is sponsored by the Friends of the Library.
- l. 13 members of the Public Events Committee met at the library July 25.
- m. Upcoming programs:
 - (1.) Tuesday Talks (8/1)
 - (2.) Readers Kaffeeklatsch (8/11)
 - (3.) Crafty Ladies (8/15)
 - (4.) Walk 'n' Talk (8/16)
 - (5.) Movies Worth Watching (8/22)
 - (6.) Tuesday Talks (9/5)
 - (7.) Readers Kaffeeklatsch (9/12)

2. Personnel: No report

3. Building, Grounds and Expansion:

- a. Fifth Avenue Landscaping has been selected to install new pavers in the front courtyard and walkway. Work should begin in approximately one month.

4. Policy/Library Services: No report

5. Finance: No report

M. Unfinished business: None

N. New business:

1. **Holly Rogers moved and Erik Malpica seconded a motion for a resolution to host in conjunction with the Friends of the Library a bus trip to see Bronx Tale at the Longacre Theatre on Thursday, October 19, 2017.**
(Copy attached and made part of the within minutes.)

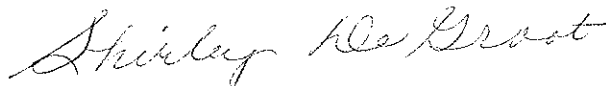
O. Motion to open meeting to public for discussion: **Motion to open the meeting to the public for discussion made by Holly Rogers and seconded by Erik Malpica. Motion carried.**

P. Motion to close the floor to the public: **There being no public present, motion to closed the floor to the public made by Joanne Tattersall and seconded by Erik Malpica. Motion carried.**

Q. Motion to close the meeting: **Motion to close the meeting and adjourn at 8:15 p.m. made by Holly Rogers and seconded by Joanne Tattersall. Motion carried.**

R. 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 September 13, 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
June 15 - July 12, 2017**

I. GENERAL FUND

A. SALARIES/LONGEVITY (June 2017)		19,098.84
B. FRINGE BENEFITS		
Social Security (June 2017)	1,464.06	
Unemployment/Disability (June 2017)	<u>16.91</u>	
		1,480.97
C. MATERIALS		
Audiovisual:		
CDs:		
Recorded Books, LLC (75546798, 75546801, 75548230, 75549808, 75557806, 75557663, 75557531, 75558198)	332.95	
DVDs:		
Baker & Taylor (K99501440, K00557020, K00856790, K01123100)	261.48	
Books:		
Baker & Taylor (3021642723, 3021651818, 3021671499, 3021674351)	1,240.45	
City Directories (10003183141)	396.00	
Computer-readable:		
eBooks:		
OverDrive, Inc. (6137-140758967-060217, 6137-162041270-060617, 6137-191634450-062117, 6137-171207033-062617)	1,426.68	
Periodicals:		
Star Ledger (Daily & Sunday: 07/09/17-01/06/18)	<u>292.50</u>	
		3,950.06
D. COMPUTER COSTS		
PC Supplies:		
Staples Credit Plan (1829593171)	<u>541.90</u>	
		541.90
E. OTHER LIBRARY OPERATING EXPENDITURES		
Communications:		
AT & T (05/28/17 - 06/28/17)	144.52	
Library Supplies:		
Staples Credit Plan (1825150321, 1825240601, 1825628771)	192.38	
Public Relations:		
Art & Craft Supplies:		
Children's programs:		
Oriental Trading Company, Inc.(683985371-01)	41.44	
Book Club Supplies:		
Adult programs:		
Baker & Taylor (3021659600)	212.91	
Hospitality:		
Susan Serico (Refreshments: 5/07/17-6/2017)	<u>123.16</u>	
		714.41

Free Public Library
Borough of North Haledon

**Bills in Order to Be Paid
June 15 - July 12, 2017**

F. PLANT OPERATION & MAINTENANCE

Carpet & Floor Maintenance:

Mark IV Dry Carpet Cleaning Service (4202) 460.00

Custodial Supplies:

Staples Credit Plan (1829670061, 1829671651) 249.68

Landscaping:

Alexander Hay Greenhouses, Inc. (309155) 68.40

Lighting, Heating & Air-conditioning:

Public Service Electric Gas Co. (05/25/17-06/22/17) 1,084.56

Repairs:

RKD Air Conditioning & Heating, LLC (9179) 480.00

Window Cleaning:

Mark IV Dry Carpet Cleaning Service (4204) 150.00

2,492.64

TOTAL DISBURSEMENTS FROM GENERAL FUND

28,278.82

Respectfully submitted,



Susan Serico
Director

Free Public Library
Borough of North Haledon

Bills in Order to Be Paid
July 13 - August 9, 2017

I. GENERAL FUND

A. SALARIES/LONGEVITY (July 2017)		18,918.84
B. FRINGE BENEFITS		
Social Security (July 2017)	1,447.29	
Unemployment/Disability (July 2017)	<u>16.64</u>	
		1,463.93
C. MATERIALS		
Audiovisual:		
CDs:		
Recorded Books, LLC (75560673, 75560655, 75561112, 75564851, 75565697, 75565475, 75566470, 75566356, 75566854, 75571493, 75572362)	578.79	
DVDs:		
Baker & Taylor (K01498910, K01652600, K02168890, K02689840, K830993CM)	123.19	
Books:		
Baker & Taylor (3021685438, 3021695509, 3021701188, 3021710824, 3021720320)	1,020.29	
Computer-readable:		
eBooks:		
OverDrive, Inc. (6137-165613060-07017, 6137-170632960-070717, 6137-000150423-071217, 6137-000342213-071817, 6137-122355780-071817, 6137-114623400-072217, 06137CO17004516)	<u>1,159.22</u>	
		2,881.49
D. COMPUTER COSTS		
Integrated Library System:		
Operating expenses:		
PALS Plus (2571)	3,632.00	
Telecommunications:		
PALS Plus (2572)	409.00	
PC Supplies:		
Staples Credit Plan (1849386631, 1850329251)	<u>1,336.01</u>	
		5,377.01
E. OTHER LIBRARY OPERATING EXPENDITURES		
Communications:		
AT & T (06/28/17 - 07/28/17)	144.99	
Library Supplies:		
Research Technology International (200349)	119.85	
Staples Credit Plan (1838081221, 1838763331, 4786, 6322)	209.43	

Free Public Library
Borough of North Haledon

**Bills in Order to Be Paid
July 13 - August 9, 2017**

Public Relations:

Art & Craft Supplies:

Adult programs:

Oriental Trading Company, Inc.(684833742-01) 50.71

Book Club Supplies:

Adult programs:

Baker & Taylor (3021696848) 212.91

Hospitality:

Susan Serico (Refreshments: 04/26/2017, 07/11/2017,
08/08/2017) 79.58

Printing & misc. supplies:

Hawthorne Press, Inc. (990820) 10.92

828.39

F. PLANT OPERATION & MAINTENANCE

Carpet & Floor Maintenance:

Mark IV Dry Carpet Cleaning Service (4216, 4232) 1,150.00

Custodial Supplies:

Staples Credit Plan (1846108811) 85.88

Landscaping:

Cedar hill Nursery (285755) 312.60

1,548.48

TOTAL DISBURSEMENTS FROM GENERAL FUND

31,018.14

Respectfully submitted,



Susan Serico
Director

Trustees of the Free Public Library
Borough of North Haledon

RESOLUTION
#5 – 2017

TITLE: RESOLUTION TO HOST A BUS TRIP TO *BRONX TALE*

WHEREAS, the Trustees of the Free Public Library of the Borough of North Haledon in conjunction with the Friends of the North Haledon Free Public Library periodically host bus trips to Broadway Shows for Borough residents and non-residents alike,

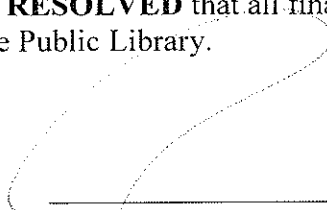
AND WHEREAS, there has been interest in a trip to see *A Bronx Tale*,

NOW THEREFORE BE IT RESOLVED by the Trustees of the Free Public Library of the Borough of North Haledon,

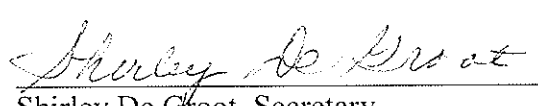
THAT the Library Board of Trustees conducts a trip to see *A Bronx Tale* at Longacre Theatre, 220 W. 48th Street, New York, New York on October 19, 2017;

AND THAT this trip be carried out through the Friends of the North Haledon Free Public Library.

MAY IT FURTHER BE RESOLVED that all finances be handled through the Friends of the North Haledon Free Public Library.



John Fearn, President



Shirley De Groot, Secretary

ADOPTED: 7/26/2017