

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Agenda
April 12, 2017
Regular Meeting

- A. Call to Order: 7:30 p.m.
- B. Moment of silence for Elizabeth (Betty) Klein
- C. Reading of the Open Public Meetings Act: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of April 12, 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.

- D. Roll call: Shirley De Groot, Mayor Randy George, John Fearn, Erik Malpica, Holly Rogers, Joanne Tattersall
 - 1. Members present:
 - 2. Members absent:
 - 3. Staff present:
 - 4. Guests present:
- E. Correspondence:
- F. Minutes of the previous meeting:
- G. Treasurer's General Fund Report:
- H. Treasurer's Gift Account Report:
- I. Treasurer's Capital Account Report:
- J. Bills in Order to Be Paid:
- K. Director's Report:

L. Committee reports:

1. Public Relations:

- a. Golden Age Exec. Board (3/9)
- b. Preschool Story Time (3/10)
- c. Super Science (3/10)
- d. Baby Play Time (3/13)
- e. Green Team (3/16)
- f. Preschool Story Time (3/17)
- g. After-School Story Time (3/17)
- h. Baby Play Time (3/20)
- i. Crafty Ladies Club (3/21)
- j. Friends of the Library Executive Board (3/21)
- k. Toddler Story Time (3/22)
- l. Preschool Story Time (3/24)
- m. Super Science (3/24)
- n. Baby Play Time (3/27)
- o. Movies Worth Watching (3/28)
- p. Public Events Committee (3/28)
- q. Toddler Story Time (3/29)
- r. Preschool Story Time (3/31)
- s. Egg stuffing party (4/1)
- t. Baby Play Time (4/3)
- u. Golden Memories Get-Together (4/4)
- v. Toddler Story Time (4/5)
- w. Preschool Story Time (4/7)
- x. Board Game Day (4/7)
- y. Readers Kaffeeklatsch (4/11)
- z. Upcoming programs:
 - (1.)Baby Play Time (4/17-5/22)
 - (2.) Crafty Ladies Club (4/18)
 - (3.) Walk 'n' Talk (4/19)
 - (4.) Toddler Story Time (4/19-5/24)
 - (5.)Tech Talk (4/20-5/25)
 - (6.)Green Team (4/20)
 - (7.) Preschool Story Time (4/21 – 5/26)
 - (8.) Super Science K-2 (4/21)
 - (9.) Movies Worth Watching (4/25)
 - (10.)Public Events Committee meeting (4/25)
 - (11.)Super Science Gr. 3 & 4 (4/28)
 - (12.) Tuesday Talks for Seniors (5/2)
 - (13.)Board Game Day (5/2)
 - (14.)Readers Kaffeeklatsch (5/9)

2. Personnel:
3. Building, Grounds and Expansion:
4. Policy/Library Services:
5. Finance:

M. Unfinished business:

N. New business:

O. Motion to open meeting to public for discussion:

P. Motion to close the floor to the public:

Q. Motion to close the meeting:

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 on May 10, 2017 at 7:30 p.m. in the library.

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Minutes
April 12, 2017
Regular Meeting

- A. Meeting called to order: 7:30 p.m.—President John Fearn presiding
- B. A moment of silence was observed in memory of Elizabeth (Betty) Klein
- C. Reading of the Open Public Meetings Act: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of April 12, 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.

- D. Roll call:
 - 1. Members present: Shirley De Groot, John Fearn, Holly Rogers, Joanne Tattersall
 - 2. Members absent: Mayor Randy George, Erik Malpica
 - 3. Staff present: Susan Serico, Director
 - 4. Guests present: None
- E. Correspondence: None
- F. Minutes of the previous meeting: **Motion to approve the minutes of the previous meeting of March 8, 2017 made by Joanne Tattersall and seconded by Holly Rogers. Motion carried.**
- G. Treasurer's General Fund Report: **Motion to receive the February 2017 Treasurer's General Fund Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- H. Treasurer's Gift Account Report: **Motion to receive the February 2017 Treasurer's Gift Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- I. Treasurer's Capital Account Report: **Motion to receive the February 2017 Treasurer's Capital Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried**

- J. Bills in Order to Be Paid: **Motion the bills for March 9 – April 12, 2017 be paid if and when the funds are available made by Joanne Tattersall and seconded by Holly Rogers. Motion carried.** (Copy attached and made part of the within minutes.)
- K. Director's Report: **Motion to receive the March 2017 Director's Report made by Joanne Tattersall and seconded by Holly Rogers. Motion carried.**
- L. Committee reports:
1. Public Relations:
 - a. 11 members of the Golden Age Club Executive Board met at the library on March 9.
 - b. Ten children ages 3-5 and a parent/care giver attended Preschool Story Time on March 10.
 - c. 11 children in grades K-2 participated in the March 10 Super Science class.
 - d. Five babies ages 12-23 months and a parent/caregiver attended Baby Play Time on March 13.
 - e. Three members of the Green Team met at the library on March 16.
 - f. 10 children ages 3-5 and a parent/caregiver took part in Preschool Story Time on March 17.
 - g. 12 children in grades K-2 attended the March 17 After-School Story Time.
 - h. Five babies age 12-23 months and a parent/caregiver came to Baby Play Time on March 20.
 - i. Seven women made Bird Décor Frames to celebrate spring at the March 21 meeting of the Crafty Ladies Club.
 - j. Six members of the Friends of the Library Executive Board met at the library on March 21.
 - k. 11 two-year olds and a parent/caregiver attended the March 22 Toddler Story Time .
 - l. 13 children ages 3-5 and a parent/caregiver came to Preschool Story Time on March 24.
 - m. Six students in grades 3-4 participated in the March 24 Super Science workshop.
 - n. Four babies ages 12-23 months and a parent/caregiver took part in the March 27 Baby Play Time.
 - o. Nine women enjoyed a screening of *Kinky Boots* on March 28. Part of the Movies Worth Watching series, the event was sponsored by the Friends of the Library.
 - p. 11 members of the Public Events Committee met at the library on March 28.
 - q. Eight two year-olds and a parent/caregiver attended Toddler Story Time on March 29.
 - r. 12 children ages 3-5 and a parent/caregiver came to Preschool Story Time on March 31.
 - s. Six children ages 12-23 months and a parent/caregiver attended Baby Play Time on April 3.

- t. On April 1, five teens helped two members of the Public Events Committee stuff over 1,000 eggs for the town's upcoming egg hunt.
- u. 30 seniors came to the Golden Memories Get-Together on April 4. Some brought pictures, some brought stories and all enjoyed meeting up with old friends. Refreshments were provided by the Friends of the Library.
- v. 10 two year-olds and a parent/caregiver came to Toddler Story Time on April 5.
- w. 15 children ages 3-5 and a parent/caregiver attended Preschool Story Time on April 7.
- x. 11 children in grades K and up came to the April 7 Board Game Day.
- y. Joanne Tattersall led the April 11 Readers Kaffeeklatsch discussion of *Big Little Lies* by Liane Moriarty.
- z. Upcoming programs:
 - (1.) Baby Play Time (4/17-5/22)
 - (2.) Crafty Ladies Club (4/18)
 - (3.) Walk 'n' Talk (4/19)
 - (4.) Toddler Story Time (4/19-5/24)
 - (5.) Tech Talk (4/20-5/25)
 - (6.) Green Team (4/20)
 - (7.) Preschool Story Time (4/21 – 4/26)
 - (8.) Super Science K-2 (4/21)
 - (9.) Movies Worth Watching (4/25)
 - (10.) Public Events Committee meeting (4/25)
 - (11.) Super Science Gr. 3 & 4 (4/28)
 - (12.) Tuesday Talks for Seniors (5/2)
 - (13.) Board Game Day (5/2)
 - (14.) Readers Kaffeeklatsch (5/9)

2. Personnel: No report

3. Building, Grounds and Expansion:

- a. The DPW finished painting the interior of the library on March 17. Moving books and small items as well as furniture out of the way continued to be the order of the day. Kudos to both the DPW and the staff for a job well done.

4. Policy/Library Services:

- a. The library was closed on March 14 due to snow.

5. Finance: No report

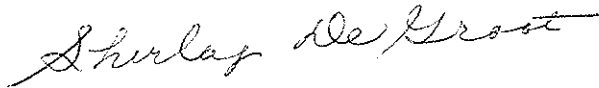
M. Unfinished business: None

N. New business:

- 1. The library is receiving a number of donations in memory of Betty Klein. A list of donors will be presented at the next meeting of the Board.

- O. Motion to open meeting to public for discussion: **Motion to open meeting to the public for discussion made by Holly Rogers and seconded by Joanne Tattersall. Motion carried.**
- P. Motion to closed 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 Joanne Tattersall. Motion carried.**
- Q. Motion to close the meeting: **Motion to close the meeting and adjourn at 8:04 p.m. made by Joanne Tattersall and seconded by Holly Rogers. 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 on May 10, 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
March 9 - April 12, 2017**

I. GENERAL FUND

A. SALARIES/LONGEVITY (March 2017)		19,116.84
B. FRINGE BENEFITS		
Social Security (March 2017)	1,462.44	
Unemployment/Disability (March 2017)	<u>28.67</u>	
		1,491.11
C. MATERIALS		
Audiovisual:		
CDs:		
Recorded Books, LLC (75494567, 75499822, 75499901, 75500596, 75505276, 75503482)	241.98	
DVDs:		
Baker & Taylor (K92820730, K93904630, K93904790, K94418080)	346.00	
Books:		
Baker & Taylor (3021517137, 3021488279)	332.98	
Grey House Publishing (343799)	390.50	
Jump, Inc. (109114)	359.00	
Computer-readable:		
eBooks:		
OverDrive, Inc. (6137-095830810-032817, 6137-185122080-032917)	<u>768.60</u>	
		2,439.06
D. COMPUTER COSTS		
Integrated Library System:		
Operating Expenses:		
PALS Plus (2503)	2,264.96	
Telecommunications:		
PALS Plus (2474)	<u>98.87</u>	
		2,363.83
E. OTHER LIBRARY OPERATING EXPENDITURES		
Communications:		
AT & T (02/28/17 - 03/28/17)	139.97	
Library Supplies:		
Demco, Inc. (6098942)	52.22	
Public Relations:		
Art & Craft Supplies:		
Adult programs:		
Oriental Trading, Inc. (682823162-01, 682965939-01)	41.40	
Children's programs:		
Oriental Trading, Inc. (682869524-01, 683015823-01, 683085113-01)	62.92	
Hospitality:		
Susan Serico (Reimbursement for refreshments)	119.73	

Free Public Library
Borough of North Haledon

**Bills in Order to Be Paid
March 9 - April 12, 2017**

Office Equipment Maintenance/Repairs:

Entel Systems (05/01/17-04/30/18) 500.00

916.24

F. PLANT OPERATION & MAINTENANCE

Carpet & Floor Maintenance:

Mark IV Dry Carpet Cleaning Service (4163) 460.00

Lighting, Heating & Air-conditioning:

Public Service Electric Gas Co. (01/25/17-02/24/17) 2,046.95

Public Service Electric Gas Co. (02/24/17-03/28/17) 2,155.25

Repairs:

Ricciardi Brothers of Paterson, Inc. (129353, 129357, 129384,129487) 558.12

RKD Air Conditioning & Heating, LLC. (9088) 261.60

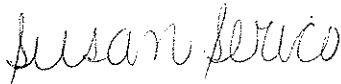
Tanis Hardware Corporation (5339687, 5339923, 5340182, 5340218,
5340392) 713.85

6,195.77

TOTAL DISBURSEMENTS FROM GENERAL FUND

26,327.08

Respectfully submitted,



Susan Serico
Director