

TRUSTEES OF THE FREE PUBLIC LIBRARY
BOROUGH OF NORTH HALEDON

Minutes
May 10, 2017
Regular Meeting

- A. Meeting called to order: 7:30 p.m.—Vice President Joanne Tattersall 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 May 10, 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, Mayor Randy George, Holly Rogers, Joanne Tattersall
 2. Members absent: John Fearn, Erik Malpica
 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 April 12, 2017 made by Holly Rogers and seconded by Joanne Tattersall. Motion carried.**
- F. Treasurer's General Fund Report: **Motion to receive the March 2017 Treasurer's General Fund Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- G. Treasurer's Gift Account Report: **Motion to receive the March 2017 Treasurer's Gift Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**
- H. Treasurer's Capital Account Report: **Motion to receive the March 2017 Treasurer's Capital Account Report made by Joanne Tattersall and seconded by Shirley De Groot. Motion carried.**

- I. Bills in Order to Be Paid: **Motion the bills for April 13-May 10, 2017 be paid if and when the funds are available made by Holly Rogers 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 April 2017 Director's Report made by Holly Rogers and seconded by Shirley De Groot.**
- L. Committee reports:
1. Public Relations:
 - a. Nine children ages 12-23 months and six parents attended Baby Play Time on April 17.
 - b. Eight women made cocktail parasol wreaths at the April 18 meeting of the Crafty Ladies Club.
 - c. 14 adults participated in the first Walk 'n' Talk event of the season which featured a visit to the 9/11 Memorial Museum and a guided tour of lower Manhattan. The trip was held on April 19. Walk 'n' Talk is hosted by the Friends of the Library in conjunction with the Library Board of Trustees.
 - d. 12 two year-olds and a parent/caregiver attended Toddler Story Time on April 19.
 - e. Two adults took advantage of the one-on-one Tech Talk classes on April 20. Tech Talk is sponsored by the Friends of the Library.
 - f. Five members of the Green Team met at the library on April 20.
 - g. 11 children ages 3-5 and a parent/caregiver attended Preschool Story Time on April 21.
 - h. 11 children in grades K-2 participated in the April 21 Super Science class.
 - i. Six children ages 12-23 months and five parents attended Baby Play Time on April 24.
 - j. *A Walk in the Woods* was shown on April 25 as part of the Movies Worth Watching series. 15 adults attended.
 - k. 10 two year-olds and a parent/caregiver came to Toddler Story Time on April 26.
 - l. Nine members of the Public Events Committee met at the library on April 26.
 - m. Tech Talk classes were held on April 27. Two adults stopped in for one-on-one instruction in "all things tech." Funding is provided by the Friends of the Library.
 - n. 17 children ages 3-5 and and 12 parents attended the April 28 session of Preschool Story Time.
 - o. Five children in grades 3 and 4 participated in the April 28 Super Science class.
 - p. Nine children and seven parents attended Baby Play Time on May 1.

- q. 18 adults attended a lively presentation by Phil Jaeger on *Notable Restaurants and Their Historic Origins* on May 2. A Tuesday Talks for Seniors event, the program was sponsored by the Friends of the Library.
- r. Five members of the Green Team met at the library on May 2.
- s. Nine two year-olds and a parent/caregiver participated in the May 3 session of Toddler Story Time.
- t. Two adults availed themselves of one-on-one instruction during the May 4 session of Tech Talk. The program is sponsored by the Friends.
- u. 15 children ages 3-5 and 11 parents came to Preschool Story Time on May 5.
- v. 10 school-age children enjoyed an afternoon of Board Games on May 5.
- w. Eight babies and six parents attended Baby Play Time on May 8.
- x. 18 women discussed *Our Souls at Night* by Kent Haruf at the May 9 session of the Readers Kaffeeklatsch. June Westlin moderated the discussion.
- y. Five two year-olds and five parents participated in this morning's Toddler Story Time.
- z. Upcoming programs/events:
 - (1.)Tech Talk (5/11)
 - (2.)Preschool Story Time (5/12)
 - (3.)Super Science: K-2 (5/12)
 - (4.)Baby Play Time (5/15)
 - (5.)Crafty Ladies Club (5/16)
 - (6.)Friends of the Library Executive Board meeting (5/16)
 - (7.)Walk 'n' Talk: Ellis Island/Statue of Liberty (5/17)
 - (8.)Preschool Story Time (5/19)
 - (9.)After-School Story Time (5/19)
 - (10.)Baby Play Time (5/22)
 - (11.)Movies Worth Watching (5/23)
 - (12.)PEC meeting (5/23)
 - (13.)Toddler Story Time (5/24)
 - (14.)Preschool Story Time (5/26)
 - (15.)Super Science: Gr. 3 & 4 (5/26)
 - (16.)Golden Age Club Executive Board meeting (6/1)
 - (17.) Tuesday Talks (6/6)
 - (18.)Readers Kaffeeklatsch (6/13)
 - (19.)PALS Plus Tech Services Committee meeting (6/14)

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

5. Finance:

- a. **Motion to receive the *Report of Audit on Financial Statements for the Year Ended December 31, 2016* prepared by Ferraioli, Wielkottz, Cerullo & Cuva, P.A., to send a copy to the Borough and to keep a copy on file made by Holly Rogers and seconded by Shirley De Groot.**

M. Unfinished business: None

N. New business:

1. Carole Runo gave a donation of one hundred dollars (\$100.00) in appreciation for "times well spent at the library."
2. To date, the library has received one thousand two hundred thirty dollars in donations given in memory of Betty Klein. (List of donors attached and made part of the within minutes.)

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 Shirley De Groot.**

P. 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 Shirley De Groot.**

Q. Motion to close the meeting: **Motion to close the meeting and adjourn at 7:55 p.m. made by Holly Rogers and seconded by Joanne Tattersall.**

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 June 14, 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
April 13 - May 10, 2017

I. GENERAL FUND

A. SALARIES/LONGEVITY (April 2017) 19,188.84

B. FRINGE BENEFITS

Social Security (April 2017)	1,467.94	
Unemployment/Disability (April 2017)	<u>28.78</u>	
		1,496.72

C. MATERIALS

Audiovisual:

CDs:

Recorded Books, LLC (75512069, 75513424, 75515882, 75518025, 75518314, 75519459, 75519794, 75520345, 75521122, 75526408, 75526182)	747.28
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DVDs:

Baker & Taylor (K94955280, K95255910, K95471230, K95942210, K96384160, K96384310, K824734CM)	339.71
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Books:

Baker & Taylor (3021531358, 3021546868, 3021571743)	1,247.79
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Computer-readable:

eBooks:

OverDrive, Inc. (6137-161417817-041117, 6137-152225983-042217, 6137-195924750-042417, 6137-001041480-042517, 6137-132659503-042617)	1,054.50
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Computer readable-Software/programs, licenses

PALS Plus (2535)	<u>34.34</u>
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3,423.62

D. OTHER LIBRARY OPERATING EXPENDITURES

Communications:

AT & T (03/28/17 - 04/28/17)	149.30
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Library Supplies:

Brodart Co. (467931)	76.05
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Demco, Inc. (6118025, 6120727)	290.07
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Research Technology International (200267)	119.85
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Susan Serico (Stamps, postage, bulletin board cut outs)	121.41
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Staples Credit Plan (1786758501)	28.94
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Office Equipment Maintenance/Repairs:

Research Technology International (200256)	318.60
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Public Relations:

Art & Craft Supplies:

Adult programs:

Susan Serico (Supplies for sock snowmen, bird décor frames, cocktail parasol wreaths)	123.56
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Children's programs:

Susan Serico (Prizes, food coloring, cotton balls, cereal, soda, paint sticks, gummy worms, etc.)	64.36
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Tanis Hardware (5840421)	<u>19.99</u>
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1,312.13

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E. PLANT OPERATION & MAINTENANCE

Air-conditioning Service:

RKD Air Conditioning & Heating, LLC. (9091) 240.00

Carpet & Floor Maintenance:

Mark IV Dry Carpet Cleaning Service (4098, 4169, 4192) 1,380.00

Cleaning Service:

Mark IV Dry Carpet Cleaning Service (4193) 135.00

Custodial Supplies:

Susan Serico (Bar Keepers Friend, Swifter Sweeper Wet cloths) 62.37

Staples Credit Plan (1786701151, 1786701991) 204.83

Lighting, Heating & Air-conditioning:

Public Service Electric Gas Co. (03/28/17-04/26/17) 898.07

2,920.27

TOTAL DISBURSEMENTS FROM GENERAL FUND

28,341.58

Respectfully submitted,



Susan Serico
Director

North Haledon Free Public Library

Donations Received
in memory of
Elizabeth (Betty) Klein

James T. & Janet Belle
511 Devenger Road
Greer, SC 29650
(\$25.00)

Valerie Calissi
11 Pinecrest Terrace
Wayne, NJ 07470
(\$25.00)

Kjell & Theresa A. Christiansen
12 Pheasant Drive
Oak Ridge, NJ 07438
(\$25.00)

Kenneth R. & Martha Eshelman
126 West Spruce Avenue
Moorestown, NJ 08057
(\$300.00)

William C. & Adriana A. Fenners
101 East Oak Street H-8
Oakland, NJ 07436
(\$50.00)

Elda P. Fontane
142 Dorothy Drive
North Haledon, NJ 07508
(\$100.00)

Dorothy G. Gall
1310 Belmont Ave.
North Haledon, NJ 07508
(\$25.00)

Glen Meadow Middle School
c/o GMMS Team Building Account
PO Box 516
7 Sammis Road
Vernon, NJ 07462
(\$25.00)

Kenneth L. & Helen Golub
14 Hickory Lane
Mount Kisco, NY 10549
(\$100.00)

John H. & Alieda A. Herbruck
336 Lakeview Drive
Wyckoff, NJ 07481
(\$100.00)

Thomas H. & Dorothy M. Kida
281 Palsa Avenue
Elmwood Park, NJ 07407
(\$25.00)

Carol A. Krupa
21 Dawn Avenue
North Haledon, NJ 07508
(\$25.00)

Florence Manno
240 DeGray Street
North Haledon, NJ 07508
(\$20.00)

Doris E. Ploch
120 Hillside Drive
North Haledon, NJ 07508
(\$25.00)

Readers Group of North Haledon
c/o Dorothy Gall, President
1310 Belmont Avenue
North Haledon, NJ 07508
(\$25.00)

Marion F. Rienstra
17819 Mantana Drive
Spring, TX 77388
(\$20.00)

Charlotte Schouten
17 Sturr Street
North Haledon, NJ 07508
(\$50.00)

Dieter T. & Dorothy C. Schmidt
14 Division Street
Hawthorne, NJ 07506
(\$50.00)

Kathryn Scrivens
192 DeGray Street
North Haledon, NJ 07508
(\$25.00)

Susan Serico
562 Manchester Ave.
North Haledon, NJ 07508
(\$25.00)

Mary Jane E. Somers
32 Leonhard Drive
Haledon, NJ 07508
(\$25.00)

Kathleen Elizabeth Todt
129 S. Rolling Hill Road
Tavernier, FL 33070
(\$100.00)

Edward & Henrietta Wieting
99 Buena Vista Ave.
Hawthorne, NJ 07506
(\$40.00)