

**KINNELON PUBLIC LIBRARY
BOARD OF TRUSTEES**

Date: November 20, 2013

Time Meeting Called to Order: 7:31 p.m.

Presiding Officer: Linda Farmer

Sunshine Law Statement:

There was sufficient notice of this meeting in compliance with the Sunshine Law.

Members Present: S. Pharo, D. DiGiuseppe, L. Farmer, A. Florio, B. Morrisroe, M. Odian, G. Sisco,

Also in Attendance: C. Sventy, Borough Council Liaison

Members Absent: A. Vosatka, C. Whittemore

Minutes: Approval of October 16, 2013 Minutes

Motion to Approve Minutes Made By: A. Florio

Seconded By: G. Sisco

Approved unanimously.

Agenda:

Motion to Approve Agenda as presented: A. Florio

Seconded: B. Morrisroe

Approved unanimously.

Statistical Report:

The issue of e-book borrowing was discussed due to the concern that so few books are available in an electronic format. This is an issue that is being discussed and debated by MAIN.

Financial Report:

Filed as presented.

Financial Snapshot:

Filed as Presented

Bills for Approval:

Moved By: B. Morrisroe

Seconded By: A. Florio

The motion was unanimously approved.

Establishment of Library Foundation:

The Board continued its' past discussions regarding establishment of a philanthropic foundation to provide continuing financial support of a significant level for the Kinnelon library. S. Pharo introduced Catherine Donnelly, President of CRDonnelly & Associates, Inc., as well as Tonia Papke, President of MDI Consulting. These organizations have been identified after review to support the library's efforts to legally establish the non-profit foundation and secure 501-c-3 IRS status. The process is essentially as follows:

- Establish a three-person Board of Directors (at least two from the Board of Trustees)
- Write by-laws
- File as non-profit private corporation with NJ and IRS (estimate 4 months for approval)

- Expand Board with community leaders

Donnelly and Papke were informed that S. Pharo would contact them regarding their possible engagement.

50th Anniversary Oktoberfest Event Report:

S. Pharo reported that a profit of ca \$1k will result from the event which was attended by 102 folks. The plan is to run the event again next year. It is projected that the event can net \$5k by increasing attendance to 150 and obtaining financial sponsors.

2013 Budget/2014 Outlook

A shortfall from budget is ca \$17k is projected for 2013 as well as a shortfall from income of \$42k for 2014.. A key possibility exists for savings of \$2k per month by boro-wide switching to the New Jersey state public health care plan. This would not effect until the end of the first quarter of 2014.

Shift of Teen Book Collection

Director Pharo informed the Board of a shift of the teen collection to the second floor children's' area. This will open up additional area on the first floor.

Technology

Radio Station KVOA is up and running

New Business

On-Line Trustee Training

S. Pharo encouraged all trustees to register and complete the Trustee Training programs in order to meet state training requirements.

Public Comments

1. Resident questioned the wisdom of running the Oktoberfest based on the small profit margin. See above.
2. Resident questioned sending culled books to World Books without attempting to sell same. It was explained that they indeed are placed for sale prior to being donated to World Books.
3. Resident questioned possibility of starting Board meetings at 8 pm rather than 7:30 pm. It was pointed out that a survey of libraries shows only two libraries starts their meetings as late at 8 pm and only one after the closing of the library. The Board had earlier agreed to review this matter at its' December meeting.
4. Resident questioned location of agenda review and approval on the meeting agenda. It was noted that this is set by Roberts Rules of Order which the Board is required to use as per by-laws.
5. Resident questioned why the wages of the Interim Director were not shown in the minutes. It was noted that it had never been discussed at a Board Meeting.

The above concluded both New Business and Public Comments.

At 9:13 pm A. Florio moved and G. Sisco seconded a convening of the Board in closed session. This was approved unanimously.

At 9:31 pm the open session of the Board meeting was reconvened.

At 9:32 pm G. Sisco moved to close the meeting, D. DiGiuseppe seconded and the Board unanimously approved.

Respectfully approved,

M. Odian

December 5, 2013