

**KINNELON PUBLIC LIBRARY
BOARD OF TRUSTEES**

Date: January 22, 2014

Time Meeting Called to Order: 7:35 p.m.

Presiding Officer: Linda Farmer

Sunshine Law Statement:

There was sufficient notice of this meeting in compliance with the New Jersey Open Public Meetings Act.

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

Also in Attendance: Robert Collins, D. Zucker

Members Absent: A. Vosatka, C. Whittemore

Election of Officers:

In compliance with by-laws, election of officers was the first order of business as this was the first Board meeting of the year. M. Odian, chair of the nominating committee, reported that all members of the Board were queried and the following names were nominated by position:

President: A. Vosatka

Vice President: L. Farmer

Treasurer: C. Whittemore

Secretary: M. Odian

The chair opened the floor for any additional nominations. None were forthcoming. By unanimous vote the approved slate was approved for calendar year 2014 (B. Morrisroe motion, A. Florio second). As part of the annual re-organization M. Odian will query Board members to determine their interest in serving different committees from those of 2013.

Minutes: Approval of December 18, 2013 Minutes

Motion to Approve Minutes Made By: A. Florio

Seconded By: B. Morrisroe

Approved unanimously.

Agenda:

Public Comments on proposed agenda: none

Motion to Approve Agenda as presented: A. Florio

Seconded: B. Morrisroe

Approved unanimously.

Director Pharo will post the new methodology (as approved at the December Board meeting) on the library website for public awareness.

CLL/Friends:

R. Leavesley, chair of both organizations, reported on their 2013 activities. Both organizations experienced good years and their support of KPL was noted by Board members as highly vital to the success of the library. The two organizations will provide support to the total sum of \$52k during the 2014 year. Mr. Leavesley's reports are available to Board members on Dropbox.

Boro Revenue:

At present Boro income is transferred to the library by the Boro paying library payroll each month and then reconciling the difference between Boro revenue and total payroll with a one-time transfer (which occurs in the following calendar/fiscal year). It was agreed that Boro income should be accounted for by an accrual method. Director Pharo will discuss the matter with the Boro CFO and CW/SP/MO will follow up.

Statistical Report:

Filed as presented.

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.

Friends/CLL Liasion:

Linda Farmer reported no issues regarding KPL.

Council Liasion:

A. Florio reported no issues regarding KPL.

Establishment of Library Foundation:

M. Odian reported the name of the Foundation to be the *Kinnelon Library Legacy Foundation*.

Draft by-laws are being finalized. It is expected that the Foundation will be officially formed in 2-3 months.

2014 Budget

The Kinnelon Council has approved a switch to the State Health Benefits Program. Boro revenues will continue to decrease due to continuing successful local appeals of real estate values.

Communications Committee:

A. Florio reported on the need to improve our presence in electronic media, namely, an improved website, Facebook, etc. All agreed to this as a necessity. It was also suggested that a display be arranged in the library lobby showcases regarding the library's many available resources. S. Pharo and A. Florio are to pursue these efforts.

Director Comments:

SP reported that personnel reviews have not taken place over the last twelve months. He will pursue.

SP reported that we consider a community bulletin board for "for profit" entities seeing as the present one is limited to area-based non-profit organizations. The Board would be willing to address this issue if an appropriate space can be found for such a bulletin board.

SP reported that lighting has been improved both in and around the library building.

ELL classes have begun.

An intern program is being developed with the Rutgers University School of Library and Information Science.

Action Items:

2014 Budget unanimously approved (A. Florio motioned, B. Morrisroe seconded)

Board Meeting Calendar approved (M. Odian motioned, B. Morrisroe seconded)

Holiday Calendar approved (M. Odian motioned, B. Morrisroe seconded)

A discussion took place regarding the relationship between the Kinnelon School System and KPL. Superintendent DiGuiseppe and Director Pharo will work to assure that the library supports common core materials.

Public Comments: None

A. Florio moved and B. Morrisroe seconded that the meeting move to closed session at 9:15 pm. Unanimously approved.

The meeting was reconvened at 10:22 pm.

A. Florio moved to adjourn, M. Odian seconded and the meeting as closed at 10:23 pm.

Respectfully submitted,

M. Odian