

Minutes of the Kinnelon Public Library Board of Trustees Meeting
October 19, 2016
Recording: J Horton

Sunshine Law Compliance:

This regularly scheduled meeting of the Kinnelon Public Library Board of Trustees is being held in conformity with the Open Public Meetings Act. Proper public notice of the Meeting was published in the Suburban Trends and Star Ledger on October 12 and posted on the Library's website.

The October meeting of the Board of Trustees was called to order by President A. Vosatka at 7:35 PM. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law and read the above statement aloud.

Attendees: A Vosatka, J Hecht, L Farmer, P Giordano, J Horton, D DiGiuseppe, C Sventy.

Approval of the September 2016 Minutes: Motion by L Farmer; second by P Giordano; unanimously approved.

Public Comments Regarding Agenda Items: none

Presentation by Phillip Berg, Executive Director of M.A.I.N: deferred until November 16 meeting.

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: P Giordano noted that September circulation stats are way down. J Hecht responded that this has been typical for many libraries and the weather might have contributed to lower attendance. J Hecht also mentioned that this has been a topic of discussion at all libraries and as such there has been a focus on other measures: program attendance, internet usage, and foot traffic, yet there are signs that people are moving back to books. The motion to approve the Bills List was made by P Giordano; seconded by J Horton and unanimously approved.

Informational Discussions Including Sub Committee Updates

Friends: L Farmer reported that the Friends Annual Book Sale netted \$18,096. The shredding program yielded a \$1,490 profit which reflected an 80% return. The Botanical Gardens Tour is sold out. K-Fest was not successful in terms of profit realized for the amount of effort expended, although the location was beneficial for the library. R Leavesley is seeking small income generating ventures which would provide quick profit with minimal effort.

CLL: Silent Auction for CLL artists starts last week of October. Participation has been similar to prior years although membership has been lacking with \$25,083 in membership receipts. The trend toward seniors vacationing in the fall may account for the lower participation stats.

Borough Liaison: C Sventy reported that white collar contracts are near completion and that the Council is working well together and accomplishing much. The CFO, who was also the acting Tax Collector has resigned. The other financial staff members are pitching in to help in the interim.

Kinnelon Library Legacy Foundation: nothing to report.

Personnel SubC: Confidential personnel issues to be addressed during closed session immediately following meeting.

Finance SubC: J Horton reported that the September year-to-date actuals are tracking well vs. budget with the 3rd quarter Borough appropriation of \$22,343 having been received in September. The 2015 Financial Statement audit is currently underway and expected to be completed by the close of the year. The first meeting of the 2017 draft budget prepared by S Pharo took place and further meetings will resume upon S Pharo's return from leave.

Innovation Brainstorming: Tabled

Director and Staff Reports:

Director Report: file as submitted.

Staff Reports: Re: the Children's Report, P Giordano asked why the Haunted House program was not held this year. The response was that due to the fall-off in HS student volunteers coupled with local haunted house programs put on by KHS, local businesses and private citizens, the amount of effort required would not be worth the perceived benefit.

Action Items: none

New Business: none

Public Comments: none

The motion to adjourn the public meeting and move to closed session was made at 7:54 PM by L Farmer and seconded by D DiGiuseppe.

The motion to move out of closed session and reopen the public meeting was made at 9:15 PM by L Farmer and seconded by D DiGiuseppe.

Action Items: L Farmer made a motion to close the library on Monday, January 2, 2017 in observance of New Year's Day. P Giordano made a motion to approve and A Vosatka seconded with unanimous approval.

The motion to adjourn the public meeting was made at 9:17 PM by L Farmer and seconded by J Horton

Respectfully Submitted,

Joyce Horton