

Minutes of the Kinnelon Public Library Board of Trustees Meeting  
March 15, 2017  
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 March 8th and posted on the Library's website.

The March meeting of the Board of Trustees was called to order by President A Vosatka at 7:30 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, K Fraone, M Odian, L Farmer, P Giordano, J Horton

**Absent:** D DiGiuseppe, Mayor Collins

**Public Comments Regarding Agenda Items:** none

**Approval of the February 15, 2017 Minutes:** Motion by L Farmer, seconded by P Giordano; unanimously approved.

**Public Comments Regarding Agenda Items:** None

**Statistical Report, Financial Report, Financial Snapshot and Bills for Approval:** P Giordano noted that the 3M stats were missing from the report, to which K Fraone responded that she will update the report. The motion to approve the Bills List was made by P Giordano, seconded by L Farmer and unanimously approved.

**Informational Discussions Including Sub Committee Updates:**

**Friends:** L Farmer reported that the Service Directory will be mailed out next week. The cost of \$300 - 400 is similar to last year. There are no ads this year but the Board did contact businesses looking for ads.

**CLL:** Classes were cancelled this past Tuesday and Wednesday due to snow and these classes will be made up.

**Borough Liaison:** On C Sventy's behalf, L Farmer reported that the Library's funding has been increased \$10,000 in 2017. The Mayor has stated that the recent property revaluations will not impact Library Funding until 2018. Per the Capital Improvement Plan, the Mayor confirmed that the Library doors are slated to be replaced in 2017.

**Kinnelon Library Legacy Foundation:** M Odian reported that there are no updates but the next Foundation meeting is to be held March 16.

**Personnel SubC:** A Vosatka announced that P Giordano will be transferring from the Finance Subcommittee to the Personnel Subcommittee effective immediately as the Library's financial concerns are currently well in hand and the Personnel SubC would benefit from having Pat as an additional resource.

**Finance SubC:** J Horton thanked P Giordano for her service to the Finance Subcommittee over the past few years. J Horton reported that the February year-to-date P&L shows the Library to be drawing from Cash Reserves to cover expenses due to not receiving a quarterly Borough distribution since December. K Fraone and J Horton will be meeting with C Daniel, the new Borough CFO, next week to discuss the payment of the Appropriation as well as 2017 Capital Improvement Plan projects for the Library. M Odian proposed that the Finance SubC undertake an Activity Based Costing (ABC) study this spring.

**TVScreenads:** K Fraone presented a summary of TVScreenads, LLC's proposal for the Kinnelon Library to participate in a Community Network as a Host Location. K Fraone explained that TV screen(s) would be set up in the Library for free and the Library would receive 10% of screen time (one minute every ten minutes) to promote Library offerings and program information. A discussion ensued among Board members on the logistics, merits and drawbacks to this proposal. A Vosatka stated that we need to do a comprehensive assessment of this prior to voting and asked K Fraone to do further research into required hardware, funding and development of a Library communications plan. The goal is to have a proposal by the April meeting and vote on a course of action.

**Brainstorming:** Tabled

**Director and Staff Reports:**

**Director Report:** A Vosatka concurred with K Fraone's goal to finalize installation of the new Library website. K Fraone also stated that all staff will attend the Polaris training.

**Action Items:** None

**New Business:** Meet and Greet for Kim – L Farmer would like event to be held in main area of Library, perhaps when Library is closed with a suggested timeframe after Easter. As an incentive to get people in the door, there would probably be door prizes and light refreshments. K Fraone suggested structuring event as an Open House where community members could also sign up for library cards and programs.

L Farmer asked for Board feedback and ideas and emphasized that while Friends and CLL members may volunteer, it will be a Library-run event.

**Public Comments:** None

The motion to adjourn the public meeting and move to closed session to discuss Union contract negotiations was made at 8:14 PM by P Giordano and seconded by L Farmer.

The motion to move out of closed session and reopen the public meeting was made at 8:37 PM by L Farmer and seconded by P Giordano.

A Vosatka brought up a fundraising event run by another library and suggested possibility of Kinnelon Library running a similar offsite event as we now have adequate funding and staffing.

The motion to adjourn the public meeting was made at 8:40 PM by M Odian and seconded by L Farmer

Respectfully Submitted,

Joyce Horton