

Minutes of the Kinnelon Public Library Board of Trustees Meeting

September 13, 2017

Recording: Pat Giordano

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 and posted on the Library's website.

The 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.

Roll Call: Attendees: C Sventy, J Horton, M Odian, L Farmer, A Vosatka, P Giordano, K Fraone

Absent: R Collins, D DiGiuseppe

Approval of the June Minutes: Motion by P Giordano, second; L Farmer

Public Comments Regarding Agenda Items: none.

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval:

It was noted by M Odian that adult circulation is down by approximately 5%. It was requested that the Director investigate circulation trends and numbers throughout the State of New Jersey and/or nationally and present her findings to the Board. There is currently a requirement by the State of NJ to report such information annually.

E-book spending was suspended since January of 2017 until September 2017. There was an increase in funds used toward adult books. A request could be made of Friends to increase funding for e-books.

Teen new books were temporarily relocated with Adult new books and perhaps that accounts for the decrease in circulation. The books have been moved back to their original location.

The lower numbers in August could be because the Summer Reading Program for all ages ended in July.

A motion was made by L Farmer, second by J Horton to accept the monthly reports and Approve the August Bills for payment.

Informational Discussions Including Sub Committee Updates.

CLL and Friends: The Annual Book Sale held by Friends was again a huge success, netting \$19706.40. A local business for on-line book sales, Woods Books, has agreed to sell a selection of the books that remained after the sale was completed. They will donate the proceeds back to Friends after covering their expenses. So far, that donation has been \$916

CLL is considering options to reduce the difficulty of moving the tables in the meeting rooms. Discussions include adding castors to the legs and designing a configuration to leave some or all of the tables in place in certain areas.

Borough Liaison: no update

Kinnelon Library Legacy Foundation: the Foundation was required to respond to an IRS inquiry. The response was completed and returned.

Personnel SubC: topics to be discussed during closed session.

Finance SubC: August Year-to-Date spending is tracking in line with the budget. Installments from the Borough are continuing on a quarterly schedule.

Director and Staff Reports: K Fraone reported that the Eclipse Viewing event drew 250 attendees. K Christion is to be commended for planning and holding such a successful event.

MAIN has installed a new firewall and new WiFi access on the library computers. Login will be required, which will allow the library to track usage numbers.

The Book Sale was "fantastic" and the Director was impressed with the event. It was acknowledged by Board members involved in the sale that the hands-on participation by the Director was noticed and appreciated by Friends, the volunteers and the attending public.

In replacement of the Haunted Library, the Children's Department is investigating the concept of a Locked Room event. The Director will closely monitor the plans before the launch of the event.

Action Items: none

New Business:

- K Fraone is planning on having an information table at K-Fest in October with the intention of disseminating information on the library and Friends, informally surveying the public on library matters, offer email sign-up opportunity, and to simply be visible.

-it was agreed that future Board meeting would have an agenda item for work in progress.

-it was also agreed that a Policy Review item would be added to future agendas when appropriate so that library policies would be kept current.

Public Comments: none

The motion to adjourn was made at 8:00 PM by L Farmer and seconded by J Horton for the purpose of conducting a Closed Session meeting.

A motion to return to Open session was made at 8:26PM by J Horton; second by M Odian

The Motion to adjourn was made at 8:28PM by L Farmer; Second by J Horton.

Respectfully Submitted,