

Minutes of the Kinnelon Public Library Board of Trustees June 20, 2018 Meeting
Kinnelon Public Library
130 Kinnelon Rd
Kinnelon, NJ 07405

Recording: Pat Giordano

The meeting of the Board of Trustees was called to order by Vice President L Farmer at 7:30PM. The Vice President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

Roll Call: Attendees: K Fraone, M Odian, L Farmer, J Horton, P Giordano, D. DiGiuseppe, and V Russo

Approval of the May 2018 Minutes: Motion by J Horton: second by M Odian. Unanimous approval.

Public Comments Regarding Agenda Items: none

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: Observations from the Board included the fact that Adult circulation increased over last year for two months in a row. The statistics for Childrens circulation differ between the Statistical Report and the Childrens Report. The Director will investigate the discrepancy. The Financial Report shows a correction for Medical Benefit Expenses from the previous month. The library was debited for expenses that belonged to the municipality the previous month. The motion was made by J Horton; seconded by D DiGiuseppe to file the reports as presented.

Approval of the June Bills: motion by J Horton; second by M Odian to approve payment of the June invoices.

Informational Discussions Including Sub Committee Updates.

CLL and Friends: L Farmer reported that the CLL program year has been completed. Friends netted \$1033.33 from the May shredding event; \$411 from the Pine Sap Kings event; and the winner of the 50/50 received \$123. The 50/50 is now available to be used at future events if conducted in compliance with the rules governing its use.

Borough Liaison: V Russo reminded the Board that a new mayor will be elected in November and that could affect the library. The State of NJ DEP has granted permission for the town to proceed with construction of the Community Center on Boonton Avenue. The tentative plan is for rooms that are larger than the library meeting rooms and thus some library programs could be relocated to the new facility. The footprint for the building has been approved by DEP so the internal layout, staffing, and further financing can now proceed. He estimates approximately 2 years to completion and encourages everyone to keep abreast of the progress via the Borough of Kinnelon website.

Kinnelon Library Legacy Foundation: nothing to report.

Personnel SubC: nothing to report.

Finance B SubC: Finances are on track through May.

Director and Staff Reports: K Fraone highlighted the following from the reports that were filed: Childrens Summer Reading launches on June 25 and continues for 5 weeks. There will not be a paid Intern for the department for the summer. Cross-training for all staff negates the need for the intern and the Director will schedule current staff as needed by the department. The Adult and Teen Summer Reading launch will be this Friday, June 22, and will continue for 7 weeks. The Container Garden Program had 33 attendees and the Life and Death of the Hindenburg Program had 45 attendees.

The Director also reported that Library Link NJ, the inter-library loan service has re-hired the former service provider at an increase of over \$200,000. The idea being considered is that member libraries now pay an annual fee to cover the shortfall. A recent amendment was passed by the members to limit the fee to a maximum of \$500 per library. The exact fee and details are yet to be finalized.

Action Items: The motion to preapprove the payment of the July and August bills because there are no Board of Trustee meetings during those months was made by D DiGiuseppe and seconded by J Horton. The motion was unanimously approved.

New Business: Marquis Policy: The Board of Trustees recommends removal of any posting by “External Groups”, thus eliminating item #3 from the current policy. The Director will rewrite the Marquis Policy as such and present to edited policy at the next regularly scheduled meeting.

KFest (Friday 9/28) Early Closing- a motion was made by P Giordano to allow the Director the authority to close the library at 12:00 on September 28. The second was made by J Horton and the motion unanimously approved. The Director will make certain to notify R Leavesley so that any Friday afternoon CLL classes can be notified of the closing.

The Director informed the Board that a legal presentation at a recent Library Link Director’s Meeting suggested that all members approved to sign checks for the library to be Bonded. New Jersey statute only requires that the Treasurer be bonded. The Director will make the necessary arrangements.

Public Comments: none.

The motion to adjourn was made at 8:35 by P Giordano and seconded by J Horton.

Respectfully Submitted,

Pat Giordano