

Minutes of the Kinnelon Public Library Board of Trustees, September 18, 2019 Meeting
Kinnelon Public Library
132 Kinnelon Rd
Kinnelon, NJ 07405

Recording: William Saks

The meeting of the Board of Trustees was called to order by President A. Vosatka at 7:45 p.m. The President deemed the meeting to be in compliance with the New Jersey Sunshine Law.

Roll Call: Attendees: A. Vosatka, K. Fraone, Mayor J. Freda, J. Horton, P. Giordano, W. Saks, V. Russo, M. Odian, D. Giuseppe

Absent: None

Approval of the Minutes: Motion by P. Giordano; second by J. Horton with unanimous approval.

Public Comments Regarding Agenda Items: None

Statistical Report, Financial Report, Financial Snapshot and Bills for Approval: The figures were reviewed and discussed for library attendance and program participation. File reports as presented.

Approval of the January Bills: Motion by P. Giordano; second by J. Horton with unanimous approval.

Informational Discussions Including Sub Committee Updates.

CLL and Friends: Membership letters to support the Friends of the Kinnelon Library are being mailed in early October. The Security Shredding event is scheduled for October 5th from 9:00 a.m. – 12:00 noon behind the Borough Hall. Douglas Canale and Linda Farmer, Friends and CLL Board members, have volunteered to be trained on the use of the AED Machine. Rose Meseck, a Friends Board member has resigned due to health issues. The Annual Book Sale was held Friday, August 23rd through Monday August 26th. It was a very successful event that benefits the library. It is the largest fundraiser after the Friends Membership contributions.

Evelyn Duvall and Dennis Salata, CLL Board members, have resigned due to health issues. CLL Instructor Training took place on August 28th. CLL classes began on September 9th and conclude on November 15th. Three hundred thirty five students have enrolled. There are 54 instructors who volunteer to teach the classes.

Borough Liaison: An assessment of the HVAC system for the borough and the library needs to be completed to determine if it needs to be repaired or replaced.

KFest is scheduled for Saturday, August 28th.

Kinnelon Library Legacy Foundation: The foundation is In the process of updating the signing authority on Legacy Foundation funds. Once this process is completed, the Foundation will pay for the library's automatic doors.

Personnel SubC+: The committee is reviewing the Personnel Policy Manual to determine if updating needs to occur.

Finance SubC: The August year to date financials are tracking very well vs. budget. Final audit reports have been received and it was indicated our records are well documented and organized. Adequate reserves are in place so we should be able to provide for our current and future needs.

Director Report and Staff Reports: Report is filed as presented. August programs included Summer Reading, Outdoor Movie Nights, Adult Felting, and Scrapbooking. Carpeting has been cleaned throughout the library.

Action Items: None

New Business: Library Board Capital Improvement Committee meeting has been planned.

The web site and logo update was discussed. It is anticipated that by January Ionic Net will have the new redesign of the library's web site up and running.

The New Jersey State Library has a Trustee Training Series that includes an on line Webinar Series and Short Takes training. Each was reviewed and discussed for training consideration.

Library closing September 28, 2019 in coordination with KFest: Motion by M. Odian; Second by P. Giordano with unanimous approval.

Inclement weather library closing procedures was reviewed and discussed.

Dial- A- Ride is available to Kinnelon residents who are 60 and over or 18 and over with a disability. It is underutilized in our town. It was suggested that Dial-A-Ride flyers be available at the library circulation desk and at CLL classes.

Old Business: AED Machine and CPR requirements and training was discussed.

Public Comments: None

The motion to adjourn was made at 8:40 p.m. by J. Horton and seconded by P. Giordano

Respectfully Submitted,

William P. Saks