

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

April 11, 2022

Prepared: April 12, 2022

Approved: as amended, May 9, 2022

---

This was contained on a list of meetings approved on December 13, 2021. Advance notice has been advertised in the Courier News, Star Ledger, BHPL's Website and forwarded to TAPinto Berkeley Heights, and the Clerk's Office.

The meeting was called to order by Donna Boyd at 7:08 PM.

PRESENT: Donna Boyd, Ann Bunyaner, Linda Nessenson, Diane O'Halloran,

ABSENT: Sheila Buthe, Mayor's Alternative Kevin Hall, Superintendent's Alternate Diane Azalone

ALSO PRESENT: Stephanie Bakos, Director; Laura Fuhro, Assistant Director.

SECRETARY'S REPORT –Boyd called for a motion to accept the Board Minutes of March 16, 2022. Bunyaner so moved, O'Halloran seconded the motion, and it passed unanimously.

TREASURER'S REPORT - Boyd called for a motion to approve the March 2022 Financial Worksheet. Nessenson so moved, Bunyaner seconded the motion, and it passed unanimously.

Boyd called for a motion to approve the March 2022 financial worksheet. Nessenson so moved, Bunyaner seconded the motion and all agreed.

Boyd called for a motion to approve the March 2022 bill list. Nessenson so moved, Bunyaner seconded the motion and all agreed.

CORRESPONDENCE AND GIFTS - None

BOARD REPORTS- see BOARD REPORTS below.

PUBLIC COMMENT – No public present

DIRECTOR'S REPORT

Circulation- Circulation continues to rise. Small groups, including Mah Jong players and a condo association, have begun to reserve the meeting spaces. Although weather contributed to no attendance for the Sing & Sign and Friends & Neighbors programs, a good-sized group returned for the recent Sing & Sign. The first meeting of a book club for middle school boys will be held later this month.

Participation in the June 4<sup>th</sup> Downtown block party was discussed. Bakos said that the Library will also be present at the Senior Fair to be held in the parking lot on May 14<sup>th</sup>.

LIAISON'S REPORT: Liaisons not present.

BOARD REPORTS:

Facilities Report- Bakos reported that the metal furniture on order from Library Interiors is in the warehouse and can be delivered at any time. Delivery of the remaining wood furniture cannot be estimated at this time.

Boyd noted that the Library entry way was recently painted, then read a statement thanking Paul Prashad for donating his time, expertise, and staff to this and previous projects. Bakos said this printed statement will be posted on the new bulletin board. Bunyaner is investigating stacked bulletin board units.

Bakos said that rain leaks in the Children's Department are reported to, and photographed by, Town Hall.

Bakos reported that BHPL can post to TAPinto again without charge.

Marketing- Boyd thanked Dori Dowling for the monthly Marketing Report.

#### NEW BUSINESS

Collection Development Policy- Bakos presented an updated Collection Development Policy with suggested revisions.

Boyd called for a motion to re-adopt the Collection Development Policy. Nessenson so moved. Bunyaner seconded the motion and it passed unanimously.

Proposals for Strategic Plan Consultants- Strategic Planning Proposals from Library Development Solutions at \$16,000, and from Library Crossroads Consulting, LLC at \$12,000, were reviewed.

Following discussion, Boyd called for a resolution to hire Library Crossroads Consultants. Bunyaner moved to hire Library Crossroads Consulting for the amount of \$12,000. Nessenson seconded the motion and all agreed.

Document Solutions- Bakos distributed information about the advantages of leasing a color printer for public use.

#### OLD BUSINESS

##### Pay-to-Play Resolutions

Pay-to-Play Resolutions were read into the records for Authorizing the Award of non-Fair and Open Contract for Library Materials for The Library Corporation, OverDrive, Ingram, Vertilocity, and Midwest Tape (Attached)

Boyd called for a motion to approve the five resolutions. Nessenson so moved, Bunyaner seconded the motion and it passed unanimously.

EXECUTIVE SESSION – No session needed

ADJOURNMENT- There being no further business, Boyd called for a motion to adjourn. O'Halloran so moved, Bunyaner seconded the motion and all agreed. The meeting adjourned at 8:14 pm