

BOARD OF TRUSTEES Free Public Library of Berkeley Heights

October 10, 2022

Prepared: October 11, 2022

Approved: As corrected November 14, 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, and BHPL's Website and forwarded to TAPinto Berkeley Heights, and the Clerk's Office.

The meeting was called to order by Donna Boyd at 7:22 PM.

PRESENT: Donna Boyd, Ann Bunyaner, Linda Nessenson, Diane O'Halloran, Superintendent's Alternate Diane Azalone, Mayor's Alternative Kevin Hall

ABSENT: Sheila Buthe

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

GUEST - Phillip Berg, Executive Director of MAIN Library Alliance made a presentation concerning the benefits of MAIN membership to libraries and their communities through collaboration, resource sharing, staff development and shared resources. MAIN currently serves 37 libraries in 4 counties.

Bakos will invite an LMxAC representative to speak at the November meeting.

SECRETARY'S REPORT – O'Halloran noted that she was listed as both present and absent at the September meeting, and confirmed that she had been present. Boyd asked for a correction to the Board Reports, noting that she had contacted Liza Vianna, but not Jeanne Kingsley about street side signage. Boyd called for a motion to accept the September 12, 2022 Minutes as corrected. Bunyaner so moved, O'Halloran seconded the motion and it passed with Hall abstaining.

TREASURER'S REPORT- Boyd called for a motion to approve the financial worksheet. Nessenson so moved. Boyd seconded the motion and it passed unanimously.

Bakos requested that check #9314 be cancelled. Boyd called for a motion to cancel check #9314, Bunyaner so moved. Nessenson seconded the motion and it passed unanimously.

Boyd called for a motion to approve the Bills List for \$50,958.02. Bunyaner so moved. Nessenson seconded the motion and it passed unanimously.

CORRESPONDENCE AND GIFTS – None to report.

PUBLIC COMMENT – No public present

DIRECTOR'S REPORT

Circulation-Bakos shared the monthly Digital Hoopla Accounts numbers showing 490 downloads.

"African Queens" a family program arranged by Mayor Devanney, will take place in the Library on October 16. State aid for the coming year will be \$6,841.00, a small decline. The demand for Large Print books is rising. The Italian Language program for adults and high school students will resume on October 13. The Mahjong players are now meeting in the Recreation Department.

LIAISON REPORTS- Hall reported that EPIC and the Insurance Company have agreed to work together, with EPIC in the building daily until all remediation is completed. Bakos noted that there are new leaks in the Young Adult Room and in the Tax Assessor's office. Hall also reported that temporary lighting has been attached to two light poles in front of the building and that the parking lot lights should soon be reprogrammed. Bunyaner suggested that a poorly placed motion detector be replaced with a light switch for the

light over the self-checkout area. Hall said he would convey the request. Bakos reported that the electric screen by the Library entrance has been moved to BHPL's server, but the software has not been setup yet. Boyd noted the need for curbside Library signage and said that the Facilities Committee will forward a request with the specifics to Hall.

Azalone reported that several upcoming programs of interest to parents and other adults are listed on the schools' website.

BOARD REPORTS

Facilities- Bakos will contact Library Interiors with a reminder to install electric plugs for two tables in the Young Adult Room.

Marketing- update - See Dori's report

Strategic Plan Committee- update- Bakos reported 12 participants in the Teen Focus Group, and 8 adults in the Seniors Focus Group. The Stake Holders Focus Group has not yet met. Bakos noted that it has been more of a challenge to find a group of Stake Holders who are available to meet on the same date at a specific time.

NEW BUSINESS- Bunyaner and Bakos both reported that they have been searching library websites for policies on accepting and recognizing gifts. This topic will be added to the November agenda.

OLD BUSINESS- None

EXECUTIVE SESSION- as necessary

ADJOURNMENT- There being no further business, Boyd called for a motion to adjourn. O'Halloran so moved, Nessenson seconded the motion seconded the motion and all agreed. The meeting adjourned at 8:58