

**TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
May 13, 2013**

The Board of Trustees of the Tenafly Public Library met on May 13, 2013, at 7:30 p.m. at the Library for its regular Board meeting.

Board Members Present: President Kathleen Cook, Vice President Patrick Rouse, Secretary/Treasurer Soon Juhng, Mabel Allen, Kenneth Altman, David DiGregorio, Martin Gilbert, Martha Kerge and Arthur Peck

Absent: none

Staff present: Library Director Gina Webb-Metz and Administrative Assistant Ann Marie Connolly.

Mrs. Cook called the meeting to order at 7:30 p.m. Mrs. Webb-Metz reported that notices of the meeting had been posted and sent to the media.

Minutes

Board members approved the minutes of the regular board meeting of April 8, 2013.

Moved by: Dr. Peck. Seconded by: Dr. Altman. Unanimously accepted.

Treasurer's Report

Mrs. Juhng reviewed with the Board the Library's cumulative financial statements through March 2013. She noted that she had examined and approved the statements and reported that they were current and accurate.

The 2013 State Aid available funds for 2013 have been adjusted to \$4,742. instead of \$6,412 allocated in September of 2012. This reduction in spending of \$1,670. will satisfy the over-expenditure of State Aid in 2009 due to a clerical error in transferring State Aid funds from 2008 to 2009.

Correspondence

The ALA sent a letter of thanks for the Library's donation of \$100. to the American Library Association's 2013 "Campaign for Americas Libraries."

The Library received a thank you letter from BCCLS for the donation of \$200.00 to the BCCLS Scholarship Fund which supports library employees working on a Masters in Library Science.

Ms. Webb-Metz shared a letter from Robert W. White, Executive Director of BCCLS, to County Executive Kathleen A. Donavan. He is seeking a grant for 2013 in the amount of \$150,000, an increase of \$25,000 over 2012, but still well below the \$185,000 received in 2010.

Director's Report

On Wednesday, May 8, 2013 the Library opened at 1:30 p.m. to allow Library staff to participate in a morning workshop run by Luisa Paster, a librarian and consultant for LibraryLinkNJ. Ms. Webb-Metz thanked the Board for agreeing to the workshop and reported that the staff participated enthusiastically and found it informative and beneficial.

The Board discussed the request of a Tenafly Library patron to be allowed to purchase books for sale before they were offered to the public. The Board decided that this policy would not be in the best interest of the Library and asked Ms. Webb-Metz to inform the patron of its decision.

The Board agreed to thank Tenafly Library Friends President, Sonja Errick for the many years she has devoted to administrating the Friends of the Tenafly Library by honoring her request to have a luncheon with the staff.

Dr. Altman will officiate at the JCC Thurnauer School of Music concert in the Edna Kawulitzki Gallery on Sunday, May 19 at 2:00 p.m. There have been several changes in scheduled programs. Author Gary Whitehead is now scheduled for Thursday, May 30 at 7:00 p.m.; author TaeHun Kim will discuss his novel on Thursday, June 27 at 7:00 p.m. and author Michael Martinez has rescheduled his book talk for Thursday, September 19 at 7:00 p.m.

There are three more hours of Trustee continuing education needed to complete the 2013 requirement for per capita State aid.

The Board discussed the Library's 1988 gift from John & Judy Armaniaco of the Lamb Studio rondel "The Holy Family." Since the Library is no longer able to display the rondel, Mrs. Soon Juhng will contact the Armaniaco's to discuss what they would like the Library to do with it.

President's Report

Mrs. Cook distributed a Power Point presentation she received from her attendance on May 1, 2013 at a BCCLS trustee program "Essentials of Library Law for Trustees" with Michael A. Cerone, Jr., Esq.

She also mentioned that the Sunday, April 28 family concert "Jazz 4 Kids" was attended by a small and enthusiastic crowd.

Old Business

-Garden Project Update

Dr. Gilbert reported that progress of the beautification project of the property behind the Edna Kawulitzki has been slow. He is attempting to communicate with Robert Beutel, Director of the DPW, about installing a stone wall and leveling the

area with top soil. Tenafly Garden Club members Gina Wetstein and Carol Hodges are working on creating a budget for the project with contributions from the Garden Club, the Library and the Open Space Fund. Dr. Gilbert will continue to work on getting the project underway.

-Friends of the Tenafly Library Update

Thirteen people attended the posted Friends of the Library meeting on April 25, 2013. Dr. Gilbert was pleased to report that they were an enthusiastic group with diverse abilities. Two coordinators will meet with Dr. Gilbert and Ms. Webb-Metz to discuss procedures. Areas already covered are financial, programming, publicity and the book sale. Dr. Gilbert will be a liaison between the Friends and the Library.

New Business

-Borough Calendar

The Board reviewed the Library's 2014 calendar submitted by Ms. Webb-Metz. After discussion, Dr. Peck moved to approve the 2014 calendar. Seconded by Dr. Altman. Unanimously approved.

-Financial Disclosure Filings

Ms. Webb-Metz distributed instructions for the online filing of the Board members 2013 financial disclosure statements. If there is any problem filling out the form online, she or staff members will give their assistance.

-Parking

After a discussion of Library employee parking, Councilwoman Martha Kerge will discuss with the Mayor and Council the possibility of employees receiving stickers allowing them to park in the commuter parking spaces off Tenafly Road.

Report from the Mayor's Alternate

None

Report from the Superintendent's Alternate

David DiGregorio informed Board members that over 300 students attended the author book signing at Tenafly High School on April 24, 2013. "A Man and His Ship" tells the story of the S.S. United States (the largest ship ever launched by the United States) designed by William Gibbs.

Using the Apple store as a model, the High School Library seating arrangement will be transformed over the summer. Larger tables to seat more and provide better communication between students will be installed. Channel 77 will be enhanced with digital video. Mr. DiGregorio invited the Tenafly Library to send over Power Point presentations that will be displayed on their improved message board.

Also in the initial stages is the concept of a student project using puppets and student written scripts to bring educational programs to children. Ms. Webb-Metz will discuss this concept further with Mr. DiGregorio to tie in teen programs in the Library

Citizen's Portion of the Meeting

None

Any Other Business

Councilwoman Kerge noted that there would be a memorial service at the Tenafly Presbyterian Church on Sunday, May 19 at 4:00 p.m. for former Tenafly Mayor Richard K. Van Nostrand's wife Alice.

Adjournment

Mrs. Cook moved to adjourn the meeting 8:42 p.m. to go into closed session to discuss contract negotiations. Seconded by: Mrs. Juhng. Unanimously approved. The Board returned from the closed session at 9:18 p.m.

Dr. Altman moved to approve the minutes of the closed session of April 8, 2013. Second by Dr. Gilbert. Unanimously approved.

Open session was closed at 9:20 p.m. Moved by: Dr. Altman, Seconded by Mrs. Juhng Unanimously approved.

Respectfully submitted,

Soon Juhng
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, June 10, 2013

APPROVED: 06-10-2013