

**TENAFLY PUBLIC LIBRARY**  
**MINUTES OF THE BOARD MEETING**  
**October 21, 2013**

The Board of Trustees of the Tenafly Public Library met on October 21, 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 September 9, 2013.

Moved by: Dr. Gilbert. Seconded by: Mrs. Cook. Unanimously accepted.

**Treasurer's Report**

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

**Correspondence**

None

**Director's Report**

Dr. Gilbert volunteered to fill the Tenafly Library's 2014 rotation position of Representative Trustee on the BCCLS Executive Board.

The 1/3 mil amount for 2014 reflects a \$33,799.50 increase from 2013.

The Finance Committee of Dr. Gilbert, Mr. Rouse and Ms. Webb-Metz will meet to discuss the 2014 budget. The preliminary budget is due to the Borough prior to the December 9, 2013 Board meeting.

The Library will once again take advantage of the saving opportunity of pre-paying by January 30, 2014 the BCCLS bill.

Ms. Webb-Metz presented to the Board a detailed summary of the 2013 booksale. The many hours worked before, during and after the sale involved a substantial amount of staff and volunteers which doesn't translate into profit. The sale has a definite community value, not a money value.

Donald Samick, the current owner of The J & R Lamb Studios, inspected the "Holy Family" rondel that was a gift to the Library. He stated that he did not believe a Lamb Studio artist had created the rondel. Ms. Webb-Metz will consult with Borough Historian Alice Rigney for any additional information she may have on the rondel. Mrs. Juhng will reach out again to the Armaniaco family to get a definitive answer on whether or not they would like the rondel back.

The Board was enthusiastic about the new tile in the entryway to the Library.

**President's Report**

Mrs. Cook expressed appreciation for the Melvin Chen concert presented by the Friends on Sunday, September 29 in the Edna Kawulitzki Gallery. She thanked Dr. Altman for his part in having Mr. Chen perform in the Library.

Mrs. Allen thanked Ms. Webb-Metz for bringing author Christina Baker Kline to speak about her novel *Orphan Train* on the evening of Thursday, October 17. It was an enjoyable and informative program.

**Old Business**

**-Garden Project Update**

Dr. Gilbert is awaiting estimates from two landscapers – Camberly Gardens and Precision Landscaping. He will review them along with the Paul Keyes estimate and have a presentation ready to go before the Mayor and Council for financing for the upgrading of the land behind the Library. Councilwoman Kerge mentioned that she had already approached Borough Administrator Jewel Thompson Chin about funding, but felt that revisiting the subject with more information would be beneficial.

### **-Friends of the Library**

Dr. Gilbert will attend the BCCLS Friends Breakfast on Tuesday, October 22, 2013. He reported that the Friends have the 2013-2014 concerts booked. He also mentioned that he was present at the very well attended and received Friends presentation of The Hudson Lyric Opera on Sunday, October 6. At 2:00 p.m. on Sunday, November 3, Dr. Dubious will perform through the sponsorship of the Murray Slochover Jazz Concert Series of the Friends of the Tenafly Library.

The Friends had two meetings in September and have scheduled two additional meetings this fall. They are planning two member events in January and June to foster outreach into the community. They are working to establish a logo and using the logo for promotional purposes as they attend community events.

Liz Warms has done an outstanding job of promoting the Friends by attending the Welcome Night for new residents and handing out Library materials at the Borough Community Night.

### **-Cleaning Service Estimates**

Ms. Webb-Metz has four quotes from cleaning services. The Strategic Planning Committee will review the options and make recommendations to the Board.

### **New Business**

Dr. Gilbert discussed the ALA/New Jersey State Library Online Trustee Training Continuing Education courses available. The Library Trustees need to complete 7 hours of continuing education credits to receive State Aid funding. Dr. Gilbert outlined some of the courses available and the way to get a certificate. He asked that everyone on the Board do his/her fair share to insure that the Library is funded to the fullest.

The shades in the Edna Kawulitzki Room are being repaired with new pulls to prevent patrons from breaking them.

### **Report from the Mayor's Alternate**

None

### **Report from the Superintendent's Alternate**

Mr. DiGregorio reported on the many new, exciting and innovative changes that have taken place recently in the THS library. A quiet study area has been created; tabletop computers have been replaced with 35 laptops; new, larger and more inclusive tables have been installed; a large flat panel monitor has enabled signage in the hallway; and carpet tiles have been installed. Many of these changes are thanks to the TEF and a Grant of \$25,000.

In answer to Mr. DiGregorio's inquiry, Ms. Webb-Metz reported that the noise level from the students is not creating a problem at the present time. While it is not quiet, the students are interacting at a normal noise range.

### **Citizen's Portion of the Meeting**

None

### **Any Other Business**

None

### **Adjournment**

Mrs. Cook moved to go into closed session at 8:25 p.m. to discuss 2014 salaries for non-contractual employees. Moved by: Dr. Altman, Seconded by Mrs. Juhng Unanimously approved. The Board returned from closed session at 8:52 p.m.

Meeting was adjourned at 8:54 p.m. Moved by: Dr. Peck. Seconded by Mr. Rouse. Unanimously approved.

Respectfully submitted,

Soon Juhng  
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, November 18, 2013

APPROVED: November 18, 2013.