

**TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
December 9, 2013**

The Board of Trustees of the Tenaflly Public Library met on December 9, 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, Martin Gilbert and Arthur Peck.

Absent: David DiGregorio and Martha Kerge.

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

Mrs. Cook called the meeting to order at 7:32 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 November 18, 2013.

Moved by: Dr. Altman. Seconded by: Mrs. Allen. Unanimously accepted.

Treasurer's Report

The financial statements for November 2013 will be reviewed at the January 13, 2014 Board meeting.

Correspondence

The Tenaflly Japanese Community Association donated \$300. to the Library from the proceeds of their 28th Annual Bazaar on October 20, 2013. Ms. Webb-Metz sent the TJCA a thank you note and advised them that we would use the donation to enhance the Japanese language collection.

Alice Rigney

Alice Rigney joined the meeting to discuss her current project of exhibiting the works of Tenaflly artists from the past. Ms. Webb-Metz noted that Ms. Rigney's presentation of her evolving plans at a Friends meeting on November 29 was very well received. On Sunday, May 4, 2014 the Friends will be hosting an adult evening at the Library, and Ms. Rigney will talk about the exhibit. The Board was appreciative of Ms. Rigney's efforts to put together this exhibit and subsequent program that will benefit the whole community. The Board recognized the historical and educational value of her efforts and discussed with Ms. Rigney the funding needed to accomplish her goals and also the possible monetary returns to be gained from different aspects of the project. After discussion a motion was made by Dr. Altman, Seconded by Mr. Rouse and unanimously approved to grant \$2,500 dollars from the Library's General Fund to help support this project. The money will be monitored and expenses paid through the Library's Gifts and Bequests account at Valley National Bank. The Friends of the Library will also be asked to help fund the project. Ms. Rigney thanked the Board for its support.

Director's Report

The heating system in the Children's Room is still not functioning properly. Trane has been in to service the system numerous times and has not been able to solve the problem. They are working with Head of Maintenance, Joseph Rossi, to correct the problem.

The Marlene Verplanck "American Songbook" concert sponsored by the Friends of the Tenaflly Library on Sunday, December 3 was enjoyed and appreciated by the 56 people in attendance.

The 2014 budget was submitted to the Borough on Friday, December 6. Currently, the materials budget is \$107,000. Ms. Webb-Metz will advise the Board if the Mayor and Council would like her to speak personally to them about the budget. The Library is asking for capital money to repair the air system in the Edna Kawulitzki Room and the system that covers both the Library workroom and part of the McCandless Room.

The Friends of the Tenaflly Library are currently exploring to filing as a nonprofit 503(c)(3) organization. Sean Callahan and Teresa Austin are reviewing the organizations financial files. After some research, they have concluded that they may need to consult with an attorney or CPA.

The Board discussed the different proposals submitted by Jim Mercuti of All County Maintenance Company to clean the four bathrooms in the Library. After discussion a motion was made by Dr. Altman, Seconded by Dr. Gilbert and unanimously approved to hire as of January 2014, All County Maintenance to clean the bathrooms one time weekly at a cost of \$65.00 per week with an initial clean of \$250.00. This cost will be paid from the Library's checking account.

President's Report

Mrs. Cook and the Board discussed the December 5' 2013 front page article of the *Suburbanite* about ebooks in libraries that featured a picture of Library employee Dan Lane, Head of Public Services.

Old Business

None

New Business

The Board discussed 2014 Board Officers.

Report from the Mayor's Alternate

None

Report from the Superintendent's Alternate

None

Citizen's Portion of the Meeting

None

Any Other Business

Dr. Altman asked that the approved Board meeting date of April 21, 2014 be rescheduled for Monday, April 7. The Board approved pending any other scheduling conflicts.

Mrs. Allen inquired about the status of the planned renovations to the Library circulation desk. Ms. Webb-Metz stated that those plans will be initialized in 2014.

Mr. Rouse shared with Board members Borough/Library correspondence pertaining to use of the McCandless Room which included a memorandum dated September 16, 1981 from attorney James P. Logan of Logan and Logan, Counsellors at Law and a McCandless Room Proposal from the Library to the Mayor and Council dated June 11, 2007. It was decided that discussion of the McCandless Room would be on the January 2014 meeting agenda.

Adjournment

Meeting was adjourned at 8:37 p.m. Moved by: Dr. Gilbert. Seconded by Dr. Altman. Unanimously approved.

Respectfully submitted,

Soon Juhng
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, January 13, 2014.

APPROVED: January 13, 2014.