

**TENAFLY PUBLIC LIBRARY  
MINUTES OF THE BOARD MEETING  
March 10, 2014**

The Board of Trustees of the Tenafly Public Library met on March 10, 2014, at 7:30 p.m. at the Library for its regular Board meeting.

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

Absent: Kenneth Altman and David DiGregorio.

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

Guests: Teresa Austin and Liz Warms of the Tenafly Library Friends.

Mr. Rouse 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.

Board members welcomed Teresa Austin, President of the Friends of the Library, and Liz Warms, Friends volunteer, to the meeting. Ms. Webb-Metz spoke of the progress the Friends have made in a short amount of time. Dr. Gilbert, representing the Board, thanked them for the many diverse concerts they have scheduled and for the time and talent they have given to the Friends. Mrs. Austin spoke of their ongoing efforts to reach out to the community to enrich the membership and bring more awareness of the Library to the community. Initially their work is focused on putting the Friends financial structure in good working order. Members Sean Callahan and Bruce Baker are currently working on obtaining 501(c)(3) Tax-Exempt status for the organization. Liz Warms and Joyce Kalman are chairing the Friends first fund raiser -- *The Alice Rigney Tenafly Art and Artists Remembered* exhibit, opening on Sunday May 4 from 5:00 to 7:00 pm. Tickets are \$20. and will go on sale at the Library on Saturday, March 15. Board members were encouraged to participate. Liz and other volunteers have also been promoting the Friends in the community by attending Tenafly Community Night and the Welcome Committee's evening for new residents. Teresa and Liz met with the Chamber of Commerce, and the Friends will participate in the Earth Day celebration sponsored by the Tenafly Green Team. Mrs. Austin thanked Ms. Webb-Metz and Dr. Gilbert for their work with the Tenafly Friends. Mrs. Austin and Mrs. Warms left the meeting at 7:50 p.m.

### **Minutes**

Board members approved the minutes of the regular board meeting of February 10, 2014. Moved by: Mrs. Cook. Seconded by: Dr. Gilbert. Unanimously accepted.

### **Treasurer's Report**

Mrs. Juhng reviewed with the Board the Library's January 2014 financial statements. She noted that she had examined and approved the statements and reported that they were current and accurate.

The Board discussed the Helen Haber Memorial Fund CD, maturing on April 11, 2014, with NVE Bank. A motion was made to renew the CD for 12 months at .30% interest. Moved by: Mrs. Juhng. Seconded by Dr. Gilbert. Unanimously accepted.

### **Correspondence**

None

### **Director's Report**

Ms. Webb-Metz distributed to Board members United for Libraries fact sheets detailing "The Role of Library Trustees" and "The Role of the Friends Board." Also discussed was a "Save the Date" for the

New Jersey Library Trustee Association Road Show on Wednesday, May 14, 2014 at 7:00 p.m. at the Closter Public Library. Pat Tumulty is scheduled to speak.

The Strategic Planning Committee met with one of the three designers chosen to submit plans for a new design for the Library, and plans to meet with the other two shortly.

### **President's Report**

None

### **Old Business**

Dr. Gilbert reported that the garden project behind the Edna Kawulitzki gallery is on hold.

### **New Business**

Mrs. Cook encouraged Board members to participate in the informative webinar "How to Work With Your Director."

Ms. Webb-Metz expects to have a working draft of the goals for Strategic Planning in the packet for the April 21 Board meeting.

Ms. Webb-Metz has spoken with the Library's insurance broker, Eifert French & Company, to bond Board Treasurer Soon Juhng. She will follow up to discuss whether the director and board should be covered by liability insurance.

Ms. Webb-Metz spoke with Borough Administrator Jewel Thompson regarding the plan for a generator for the Library and McCandless Room. Borough emergency planning is still underway.

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

Mayor Rustin informed Mrs. Kerge that he knows the Library runs well, and there is no major area of concern he would like discussed. He would like to be informed when contract negotiations are going on.

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

None

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

None

### **Any Other Business**

None

### **Adjournment**

Meeting was adjourned at 8:10 p.m. Moved by: Dr. Peck. Seconded by Mrs. Cook. Unanimously approved.

Respectfully submitted,

Soon Juhng  
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, April 21, 2014.

APPROVED: April 21, 2014