

TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
April 21, 2014

The Board of Trustees of the Tenafly Public Library met on April 21, 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, Kenneth Altman, David DiGregorio, Martin Gilbert and Arthur Peck.

Absent: Mabel Allen and Martha Kerge.

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

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.

Minutes

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

Treasurer's Report

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

Correspondence

None

Director's Report

Dr. Altman, Mrs. Cook and Mr. Rouse will attend the NJ Library Trustee Association meeting "What Every BCCLS Library Trustee Needs To Know Now!" at the Closter Public Library on Wednesday, May 14 from 6:30 p.m. to 8:30 p.m. Ms. Webb-Metz will RSVP for the Board members.

Ms. Webb-Metz has spoken with Cherie Arfmann, Account Representative, with the Library's insurance broker, Eifert French & Company concerning the Library's liability insurance. Ms. Arfmann will report back her recommendations to Ms. Webb-Metz.

The Friends of the Library will be staffing a table at the Crescent (opposite the Post Office – Tenafly Road and Washington Avenue) for the Tenafly Earth Day Celebration on Saturday, April 26, 2014 from 10:00 a.m. to 3:00 p.m. Ms. Webb-Metz will attend and encouraged Board members to stop by.

On Sunday, April 27th from 2:00 p.m. to 3:00 p.m., the Friends are sponsoring a concert "Classical Composers through the Epochs" by violinist virtuoso David Podles.

The opening reception of Alice Rigney's exhibit "*Tenafly Art and Artists Remembered*" will be on Sunday, May 4, 2014 from 5:00 p.m. to 7:00 p.m. The Friends are pleased with the tickets sales to date and are encouraging Board members to help publicize their first fundraiser and to attend.

Tuesday, April 15, 2014 was BCCLS Blue Day. Specially ordered blue t-shirts were worn by Library staff and many group photos were taken during the day. These photos were posted by BCCLS on their website and are also on the Library's Facebook site. The staff will wear the t-shirts throughout the summer.

President's Report

Mr. Rouse encouraged Board members to attend an exhibit of Alice Rigney's paintings at the Closter Public Library.

Dave Franz, Director of the Hillsdale Public Library, presented the program "You Don't Write a Mission Statement, You Live It." at the Closter Public Library. Franz discussed the process behind creating a mission statement reflective of the Library's programs.

Old Business

Dr. Gilbert has received two estimates (both over eight thousand dollars) to complete the beautification project behind the Library. The Garden Club will contribute \$500. Dr. Gilbert will make an appointment to speak with the Borough Administrator Jewel Thompson to begin the process of securing funds from the Open Space Fund.

Strategic Plan

The Board thanked Ms. Webb-Metz for her execution of the draft of the Tenafly Public Library Three Year Strategic Plan for 2014-2016. After discussion a motion was made to approve the Tenafly Public Library Three Year Strategic Plan. Moved by Dr. Altman. Seconded by Mrs. Cook and unanimously accepted.

New Business

The weekend usage of the Library restrooms by athletes and spectators from the playing field was discussed. Frozen pipes at the facility at the field and the need for the host team to pick up the key at the Police Department contributed to the problem. Ms. Webb-Metz will work with the Recreation Department to find a solution.

A committee will be formed by Mr. Rouse to conduct the Library Director's evaluation.

Auditor

Following "best practice" guidelines, a motion was made to hire a new auditor –specifically, Garbarini & Co., P.C., if practicable. Moved by Mr. Rouse. Seconded by Dr. Altman and unanimously approved.

Designer for Interior Renovation

The strategic planning committee's recommendation for a project designer and proposed improvements were discussed. The Board asked the committee to interview additional designers.

BCCLS Missions Statement Program.

Tabled until May 12, 2014 meeting.

Report from the Mayor's Alternate

None

Report from the Superintendent's Alternate

None

Citizen's Portion of the Meeting

None

Any Other Business

None

Adjournment

Meeting was adjourned at 9:11 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, May 12, 2014.

APPROVED: May 12, 2014