

TENAFLY PUBLIC LIBRARY
MINUTES OF LIBRARY BOARD MEETING
APRIL 11, 2011

The Board of Trustees of the Tenafly Public Library met on April 11, 2011 at 7:30 p.m. at the Library for its regular monthly meeting.

Board Members Present: President Kathleen Cook, Vice President Patrick Rouse, Secretary/Treasurer Dr. Martin Gilbert, Mrs. Mabel Allen, Dr. Kenneth Altman, Mr. David DiGregorio, Mrs. Soon Juhng, Dr. Arthur Peck and Mrs. Ellen Rochford.

Staff Present: Library Director Gina Webb-Metz and Administrative Assistant Ann Marie Connolly.
Guest: Tenafly Police Chief Michael Bruno

Mrs. Cook called the meeting to order. Ms. Webb-Metz reported that notices of the meeting had been sent to the media and posted.

Tenafly Police Chief Michael Bruno attended the meeting to discuss the concerns of members of the Library Board and Library Director Ms. Gina Webb-Metz about the lack of parking in the municipal lot during the construction being done on Police Headquarters. Chief Bruno explained that the lot is undersized for the activities of the municipality and coupled with the fact that there is an active athletic field that uses the lot, parking is always a problem. The Chief stated that no officers were parking in the lot. Foster Road and the thirty new spots added to the Municipal complex are being utilized. A solution was reached to allow parking at the basketball courts and at the circle, and officers would be informed not to issue tickets during the period of construction. Chief Bruno will address inadequate lighting on the paths to the lots in the rear of the Library with the Borough Maintenance department. The Board and Ms. Gina Webb-Metz thanked Chief Bruno for attending the meeting and for his help and input. Board members approved the minutes of the regular Board meeting of March 14, 2011 and the minutes of the Executive Session of March 14, 2011. Moved by: Dr. Gilbert. Seconded by: Dr. Peck.

Correspondence

The Tenafly Senior Center sent a note dated March 30, 2011, thanking the Library for the recent contribution of books from the booksale.

Ms. Shirline Ho, Activity Director of the Bergen County Health Care Center in Rockleigh, sent a letter dated April 1, 2011 thanking the Library for the donation of large print and audio books which will help the staff and residents start up a book club.

President's Report

Board President Kathleen Cook thanked Board members, Ms. Webb-Metz, and all the employees and volunteers who worked on the book sale. Mrs. Cook also reported on the excellent performance of Nelson Riveros and band at the jazz concert on Sunday, April 10 and how much the public appreciated and enjoyed it.

Director's Report

Ms. Webb-Metz and Dr. Gilbert attended a Strategic Planning meeting with the IVY Group on Wednesday, April 6, 2011. The Board was asked to review the Library's Missions Statement dated January 2002 to determine if it should be updated.

Ms. Webb-Metz encouraged Board members to attend the BCCLS 17th Annual Trustee Orientation meeting covering essential topics for public library trustees. Two sessions offered will be on Wednesday, June 8, 2011 at the Township of Washington Public Library @ 1:00 p.m. or Wednesday, June 8, 2011 at the Hasbrouck Heights Public Library @6:30 p.m.

Board members have successfully signed up and are participating in listserv.

The new library website, while not complete, is now accessible at www.bccls.org/tenafly.

Ms. Webb-Metz asked the Board to update the Library Tutoring Policy to reflect the recent changes made in Library hours. After discussion the following was approved:

Tutoring by Paid or Unpaid Tutors is NOT permitted during the following hours:

Monday – Thursday	3:00 p.m. to 5:00 p.m.
Saturday	1:00 p.m. to 5:00 p.m.
Sunday	12:00 noon to 4:00 p.m.

Moved by Dr. Altman, Seconded by: Mrs. Cook and unanimously accepted.

The Friends of the Tenafly Library inaugural concert in the Murray Slochover Jazz Concert Series featured Tenafly jazz guitarist Nelson Riveros and band on Sunday, April 10th at 2:00 p.m. The concert, funded by the generous donation of Dr. Louis Mandel of Tenafly, was very well attended and received.

The Board reviewed the current charge for a Tenafly Library pay card issued to people living in towns without libraries and borrowing from the Tenafly Public Library. After a review of the fees and policies of other Northern Valley town libraries, the Board agreed that effective June 30, 2011 the Tenafly Public Library will no longer issue pay cards. Moved by: Dr. Peck. Second by: Mrs. Cook and unanimously accepted.

Ms. Webb-Metz reported on the 2011 Book Sale, which netted a profit of \$2,490.98, and thanked Board members for the considerable amount of time they devoted preparing for and helping with the book sale. The book sale is an ongoing and time consuming effort of many employees throughout the year. All Library employees will be working throughout 2011 and 2012 to meet the BCCLS 12-12-12 migration date to a new “Polaris” ILS (Integrated Library System) software program. The staff is actively engaged in database clean-up in preparation for the BCCLS migration to Polaris. BCCLS training for member libraries on Polaris will begin in the summer of 2012. In view of this, it was decided to skip the book sale for 2012 in order to devote the time needed to make the transition as smooth as possible for the public and employees. Ms. Webb-Metz will notify the public of the Board’s decision.

The Board discussed and approved, as presented by the Board By-Laws Committee, the revised BY-LAWS FOR THE BOARD OF TRUSTEES OF THE FREE PUBLIC LIBRARY OF THE BOROUGH OF TENAFLY. Moved by: Dr. Altman. Seconded by: Dr. Gilbert and unanimously accepted.

In accordance with the Municipal Library Tax Levy Law P.L. 2011, c. 38 (S-2068), beginning in August 2011, a dedicated line for library funding will appear on the Tenafly residents’ quarterly tax bill. The Board discussed the allocation of funds and tabled for future discussion how it would prefer to implement the provisions of this bill.

Council Liaison’s Report

None.

Citizens’ Portion of Meeting

No citizens were in attendance.

Other Business

Dr. Peck mentioned a flyer from a business that would like to be considered for cleaning the Library. The meeting adjourned at 9:10 p.m. to go into closed Executive Session to discuss contract negotiations. Moved by: Dr. Gilbert. Seconded by: Mr. Rouse.

The Executive session was adjourned at 9:19 p.m. Moved by: Dr. Altman. Seconded by: Mrs. Cook.

The Board returned from the Executive Session and adjourned the meeting at 9:20 p.m. Moved by: Dr. Altman. Seconded by: Mrs. Cook.

Respectfully submitted,

The next regular meeting of the
Library Board of Trustees will be
Monday, May 9, 2011
at the Library.

Dr. Martin Gilbert
Secretary/Treasurer
Tenafly Library Board

APPROVED: May 9, 2011