

TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
November 14, 2011

The Board of Trustees of the Tenaflly Public Library met on November 14, 2011 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 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.

Mrs. Cook called the meeting to order at 7:30 p.m. Ms. Webb-Metz reported that notices of the meeting had been posted and sent to the media.

Board members approved the minutes of the regular Board meeting of October 17, 2011. Moved by Dr. Peck. Seconded by Dr. Altman.

Correspondence

None

Treasurer's Report

Dr. Gilbert reviewed with the Board the Library's cumulative financial statements through October, 2011. He noted that he had examined and approved the statements and reported that they were current and accurate.

Director's Report

On November 8 the library deposited in Valley National Bank checking a BCCLS Net Plus check in the amount of \$2,180. To date, the Library has received \$5,563. in BCCLS Net Plus income. BCCLS Net Plus borrowing is funded by a grant from the County of Bergen. This grant was reduced to \$100,000 in 2011, decreasing the payment per net plus loan.

The Library's state aid for Year 2012 is \$6,676.00 compared to \$6,651.00 for Year 2011.

Circulation for October 2011 was 18,108 compared to circulation of 19,450 in October 2010. This decline can be attributed to the reduction in the books and materials budget resulting in fewer materials available and the closings due to power outages.

President's Report

Mrs. Cook checked in on the Sunday, November 13 Friends of the Library sponsored concert of pianist Ronald Jacobowitz, whose performance illustrated how Beethoven's music evolved through his life. The concert was attended by over 100 people who expressed their appreciation to the Friends for hosting Mr. Jacobowitz's performance. Mrs. Cook discussed with the Board the lack of parking for the concert. Several complaints were registered and people informed Board members that they came to the concert but were unable to find a parking space and went home.

Mrs. Cook and the Board discussed with Mrs. Rochford her letter of resignation effective November 14, 2011 from the Library Board of Trustees because of health issues. The Board expressed their concern for Ellen and their deep appreciation and gratitude to her for her many years of service to the Library.

By-Laws Revision

A proposal was made to change Article III - Meeting - Section 5 of the By-Laws for the Board of Trustees of the Free Public Library of the Borough of Tenaflly which were revised and approved by the Board April 11, 2011. The wording "Board members are expected to attend at least seven regular meetings per calendar year" will be changed to "A trustee may be removed from office following failure to attend four consecutive meetings." Moved by Dr. Peck, Seconded by Dr. Altman and unanimously approved.

2012 Budget

The Library will receive direct billing for employee health, dental and life insurance. This new Borough policy will enable the Library to more accurately budget insurance expense.

For the 2012 goals section of the budget, Ms. Webb-Metz suggested:

- A strong training schedule for the new BCCLS computer system, Polaris, which will be activated on 12-12-2012.
- Improving services to new Americans and celebrating the diversity of Tenafly.
- Complete a strategic Plan for Library.

Director Evaluation Process

The Board discussed and will return to Mrs. Cook before the next Board meeting in December the Director Evaluation form. Dr. Gilbert and Dr. Altman will serve on the evaluation review committee with Mrs. Cook.

Old Business

None

New Business

None

Citizens' Portion of the Meeting

None

Council Liaison's Report

None

Any Other Business

None

Closed Session

The meeting adjourned at 8:20 p.m. to go into closed session to discuss a union issue. . Moved by Mr. Rouse. Seconded by Mrs. Allen.

The Board returned from closed session and adjourned the meeting at 8:50 p.m.

Moved by Mr. Rouse. Seconded by Mrs. Allen.

The next regular meeting of the Library Board of Trustees will be Monday, December 12, 2011.

Respectfully submitted,

Dr. Martin Gilbert
Secretary/ Treasurer
Tenafly Library Board

APPROVED: December 12, 2011