

**TENAFLY PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
May 14, 2012**

The Board of Trustees of the Tenafly Public Library met on May 14, 2012 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 Martin Gilbert, Mabel Allen, Kenneth Altman, Soon Juhng, Martha Kerge and Arthur Peck.

Absent: David DiGregorio.

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

Ms. 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.

Minutes

Board members approved the minutes of the regular board meeting of April 9, 2012.

Moved by: Dr. Altman. Seconded by: Dr. Gilbert.

Correspondence

None

Treasurer's Report

Dr. Gilbert reviewed with the Board the 2012 cumulative financial statements through April 2012 and reported that they were current and accurate. They will be forwarded to the Mayor, Council and Borough Administrator. The Board agreed to Dr. Gilbert's suggestion to open a checking account with Valley National Bank in Tenafly that will be titled: Tenafly Public Library – Gifts and Donations.

The Director presented the Library's 2011 favorable audit from Ferraioli, Wielkocz, Cerullo & Cuva, P.A., Certified Public Accountants. After discussion the Board approved the following resolution:

BE IT HEREBY RESOLVED THAT: The Board of Trustees of the Free Public Library of the Borough of Tenafly approves of the Financial Statements for the years ended December 31, 2011 and 2010 by Ferraioli, Wielkocz, Cerullo & Cuva, Certified Public Accountants as presented by the Library Director.

Moved by: Dr. K Altman

Seconded by: Dr. A. Peck

Voting as follows:

Mrs. Mabel Allen – Aye

Mrs. Soon Juhng – Aye

Dr. K. Altman – Aye

Mrs. Martha Kerge – Aye

Mrs. K. Cook – Aye

Dr. A. Peck – Aye

Dr. M. Gilbert – Aye

Mr. Patrick Rouse – Aye

Director's Report

The BCCLS County Grant was increased to \$125,000 for 2012. BCCLS is considering changing its reimbursement plan to member libraries because the reciprocal loan program is going to switch over to unmediated loans. This may impact the members of new plus loans. A policy may be put into place to charge libraries who borrow more than they lend.

BCCLS is using a "Train the Trainer" approach to teach the new Polaris Integrated Library System. Four employees have been to the first BCCLS Polaris sessions, and they will begin training other employees shortly. There is one BCCLS log-in site set up for training and practice. Sunday staff will be trained in the Fall.

Mrs. Mabel Allen, Dr. Martin Gilbert, and Mr. Patrick Rouse attended the BCCLS Trustee Education Program on May 9, 2012 at the Hasbrouck Heights Public Library. They discussed with Board members the presentation by Michael A. Cerone, Jr. Esquire entitled "Library Law – What Trustees Need to Know for 2012."

Ms. Webb-Metz informed the Board that with the attendance of one Board member at the New Trustee Orientation meeting in September, the Library will have fulfilled the trustee training requirement for 2012.

Mrs. Talia Leschner introduced the Friends sponsored Dixieland jazz concert on Sunday, April 29, which was attended by over seventy people.

There is a request for Friends membership included on the Library's page of the June 2012 Borough Newsletter. Friends membership brochures are also available at the circulation desk.

The Friends donated \$500 worth of Sony gift cards to the Library to purchase books for the Library's Sony e-readers. Head of Public Services, Daniel Lane, attended the afternoon book group's meeting to introduce e-readers to book group members. The Library will try to obtain ebooks for book group members requiring large type when large print editions are not available. Discussion leader Selma Greco and group members expressed their appreciation and thanked Dan for all of his help.

The Friends are supplying funds for Teaching Company materials and large print editions of Time Magazine and The New York Times weekly edition.

Circulation of ebooks has begun to climb impressively: January 42; February 49; March 64 and April 84. This is a direct result of the Library's efforts to publicize e-readers and educate patrons on how to use them.

On May 8 at 1:00 p.m. in the Friends Room, David Wall, Chair of the Tenafly Historic Preservation Committee, presented a slide show "Life in Tenafly: 1969" originally created by former Local Historian Virginia Mosley. The program was enthusiastically received by over 40 in attendance. The Library digitalized over three hundred of these slides and stored them on a CD which will be available for loan to the public shortly.

President's Report

The Board discussed the closing of the Borough parking lot at 2:30 p.m. on Saturday, May 5 to repaint the lines and redirect the flow of traffic.

Registration is closed for Selected Shorts on June 20th at the Cliffside Parks Library.

Ms. Cook shared with the Board an article from The Record, April 25, 2012. The Englewood Library hosted its first Cardholders Privilege Day to boost membership and awareness of the Englewood Library with the residents of Englewood and Englewood Cliffs.

Old Business

None

Gifts and Donations Policy

After discussion, a motion was made to accept the revised Gifts and Donations Policy as presented by the Director, Gina Webb-Metz. Moved by: Dr. Gilbert. Seconded by: Mr. Rouse. Unanimously accepted.

Strategic Planning Update

Dr. Gilbert updated the Board on the status of his and Rafat Ispahany's meetings with Nancy Davis of the Ivy Group. They discussed a telephone survey and the question of the number of households that no longer have land lines. Still to be determined are the costs and how the survey will be done. The Board discussed the population demographics of Tenafly and the Board of Education statistic that English is not the primary language for 35% of the school population. The question of snail mail and a questionnaire by mail was discussed. The Board will further discuss how to get the best survey and the cost benefit analysis of the survey.

New Business

None

Report from the Mayor's Alternate

None

Report from the Superintendent's Alternate

None.

Citizen's Portion of the Meeting

None.

Adjournment

Mr. Rouse moved to adjourn the meeting 8:42 p.m. Seconded by: Dr. Peck.

Respectfully submitted,

Dr. Martin Gilbert
Secretary/Treasurer

The next regular meeting of the Library Board of Trustees will be on Monday, June 11, 2012.

APPROVED: June 11, 2012