

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, October 14, 2014. The meeting was called to order at 4:03 p.m.

1. Roll Call

Ms. Linda Flynn, Presiding
Mr. Anthony Marseglia
Laura S. Kirsch, Esq.
Ms. Kristi Izzo
Ms. Cindi Ortiz
Ms. Robin Coles

Also Present

Ms. Sharon Castanteen, Director
Ms. Barbara Schuit, Assistant Director
Mrs. Ann Bowen, Principal Account Clerk

Not Present

Ms. Sonia Recarte
Councilwoman Rose Greenman, Esq.
Ms. Karen Lewis, Supt. of Schools

2. Meeting Notification Statement

1. One copy posted on the bulletin board of the Library
2. One copy filed with the City Clerk
3. One copy posted to the Library's Webpage
4. One copy sent to the Record

3. Approval of the Minutes of the September 9, 2014 Board Meeting

On motion of Mr. Marseglia, seconded by Ms. Coles, the minutes of the September 9, 2014 Board Meeting were approved.

4. Public Comment

Ms. Flynn said the meeting was open to the public and anyone could voice their

concerns and opinions at this time.

Regina DiPasqua spoke about her concerns regarding the campaign “ Save our library.” She felt the City Council was working to get the City’s finances in order and hoped that the library would work with the Council for this common goal.

Deputy Mayor Canestrino said the City is aware of the excellent job the library does in providing programs and services to the residents of Hackensack. She explained the City’s financial situation, other cuts that were made, and noted the need for approval from Trenton to bond funds for repayment of property tax appeals.

Reverend Jackson spoke of the many services the library provides to the community. He said the library does so much more than lend books, it provides services that many in the community can’t provide for themselves.

Ms. Kirsch, Library Board Treasurer, said the Trustees are aware of the city’s financial situation and have worked diligently to keep the budget under control while providing residents of Hackensack quality services.

Both Mr. Marseglia and Ms. Kirsch explained the financial condition of the library.

Ms. Flynn expressed that she was pleased there would be more communication with the Council.

5. Treasurer’s Report: Ms. Kirsch

a. Report: Ms. Kirsch

	<u>September 2014</u>	<u>Year-to-Date</u>
Budget Account	\$211,997.60	\$2,493,753.65
Income:		
Disbursements:	\$158,175.94	\$1,866,091.46
Cash balance as of September 30, 2014		\$ 627,662.19

Ms. Kirsch said the balance reflects the fact that the bills for our health and building insurance for 2014 have not been received from the City. It is possible that the increase in the health costs may mean we will not have a balance large enough to cover the cost.

Capital Account:

Income: September 2014	\$	4.87
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Disbursements: September 2014	\$	0.00
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Cash balance as of September 30, 2014	\$	69,722.77
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Librarians' Special Account

Income: September 2014	\$	269.12
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Disbursements: September 2014	\$	00.00
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Cash balance as of September 30, 2014	\$	16,756.30
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Paver Account

Income: September 2014	\$.14
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Disbursements: September 2014	\$	00.00
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Cash balance as of September 30, 2014	\$	2,132.88
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On motion of Ms. Ortiz, seconded by Ms. Izzo, the reports were accepted.

Ms. Kirsch said the Librarian's Special Account is used to pay other libraries for books and materials lost by Hackensack patrons. Money received for items lost by other libraries is deposited in this account.

The Capital and Paver accounts are restricted.

All these accounts are checking, and used to pay bills. There are accounts in a cash management company for the larger amounts.

b. Bills: Ms. Castanteen

October 2014 Budgetary Account Bills	\$204,716.67
October 2014 Donation Account Bill	904.00
October 2014 Librarian's Special Acct. Bills	140.00
October 2014 Paver Account Bill	83.00

On motion of Mr. Marseglia, seconded by Ms. Coles, the bills were approved for payment.

6. Budget and Finance Committee: Ms. Kirsch

a. 2014-2015 Budget Cuts

Ms. Kirsch said that in the next month or two the Board will need to review the 5 year Capital Budget. The carpeting in the Main Reading Room and the Children's Room is worn and could be dangerous. The bathrooms also need work.

7. Building and Grounds Committee: Ms. Kirsch

Ms. Kirsch said that there are leaks in the air conditioning piping that will need to be repaired. We are in the processing of getting estimates.

8. Community Affairs: Ms. Ortiz

Ms. Ortiz distributed the brochures for the adult department for October and the Junior Department for October, November and December to the Trustees.

Programs for October include "Fall Film Festival" on October 2, 16 and 30; "Music for the Young at Heart" October 6; "Delicious Dining with Daniel Frey, Chef and Certified Health Coach: Hearty Fall Soups with Cooking Tips for Diabetics" on October 6; "Foster and Adoptive Care Information Seminar" on October 8; Thursday Night Movie on October 9; "Knitting Club" on October 14 and 28; "No Photoshop? No Problem!" on October 15; "Gravestone Art and Symbolism" on October 16; and "African Literature" on October 29.

The Book Groups for October include "Teen Book Club for Adult Readers" on October 11; "Book Discussion Group" on October 18; and "Just the Facts: A Non-fiction-Only Book Club" on October 25.

Ongoing programs for October include “Inspect Your Gadget!” Thursday mornings at 11:00 a.m.; and “Neighbors Helping Neighbors – a Job-search support group” on Fridays at 10:30 a.m.

The display “Happy Halloween!” in the Main Street Gallery and Cases is presented by the Children’s Department.

Interested patrons can sign up to receive news of upcoming Library events by email.

Citizenship classes are scheduled for 10:00 a.m. Mondays. Individual sessions are also available by appointment.

Individual job assistance for online job searching is available for Hackensack residents only.

English Conversation Classes for high-intermediate or advanced levels is available to Hackensack residents only.

Computer instruction and eBook assistance is available to Hackensack residents only.

Free audiobook players are available to qualified patrons who have a vision, physical impairment, or reading disability.

Teen Tuesdays are open to students in grades 7 through 12.

Tuesday October 7 at 3:15 p.m., an interactive presentation “How to Use Social Media for Social Good” by Danielle Walker outlined how to use social media websites/apps in positive ways.

“Zinio” an online newsstand is now available to library patrons.

The Library will be closed on Monday October 13th for Columbus Day.

The Children’s Department programs for October include: “Mother Goose Time” Wednesdays and Saturdays at 11:15 a.m.; “Preschool Storyhour” Wednesdays and Saturdays at 10:00 a.m.; Bi-Lingual English and Spanish Storyhour” Thursdays at 10:00 a.m.; “Video Games” Wednesdays at 3:30 p.m.; “Tech Time” Monday October 6 and 20 at 3:30 p.m.; “Chess Club” Wednesday October 1 and

15 at 3:30 p.m.; “Lego Day” Thursday October 2 and 30 and “Arts and Crafts” Thursday October 16 at 3:30 p.m.

Ms. Ortiz said that the Haunted Library will be held on Friday October 24th.

Ms. Castanteen said that the staff will donate their time for the Haunted Library.

In December the Junior Department has scheduled story hours for Hanukkah, Christmas and Kwanzaa.

9. Librarian’s Report: Ms. Castanteen

a. BCCLS Calendar Dates

Tabled

b. Program Highlights: Ms. Castanteen

47 people attended the “Cooking for Diabetics” program.

Ms. Castanteen read a report from Cathy Folk-Pushee about a veteran back from Afghanistan who was taught how to use “Linked In”.

c. Friends of the Library: Library Champions

Ms. Castanteen said she will try to establish a Friends Group. They will need a 501(c)3.

d. Minutes and Agenda Online

The Trustees approved posting the Board Meeting agenda on the website. Once the minutes have been approved they can be posted to the website.

Ms. Kirsch said Radwa Ali did a great job on the new Website.

e. Gifts and Letters of Appreciation

Ms. Castanteen displayed a letter Babette Smith received from the children in the Junior Room.

\$585 was made at the book sale.

10. Old Business

No report

11. New Business

No report

12. Adjournment

On motion of Ms. Kirsch, seconded by Ms. Coles, the meeting was adjourned at 5:32 p.m.

Respectfully submitted

Cynthia L.C. Ortiz
Secretary