

The Johnson Public Library Board of Trustees met in the Board Room of the Library on Tuesday, December 9, 2014. The meeting was called to order at 4:05 p.m.

1. Roll Call

Mr. Anthony Marseglia, Presiding
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

Ex-Officio

Councilwoman Rose Greenman, Esq.

Not Present

Ms. Linda Flynn
Ms. Sonia Recarte
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 November 11, 2014 Board Meeting

On motion of Ms. Kirsch, seconded by Ms. Izzo, the November 11, 2014 Board Minutes were approved.

4. Public Comment

No report

5. Treasurer's Report: Ms. Kirsch

a. Report: Ms. Kirsch

	<u>November 2014</u>	<u>Year-to-Date</u>
Operating Account		
Income:	\$ 211,141.92	\$2,939,188.10
Disbursements:	\$ 159,650.83	\$2,233,654.18
Cash balance as of November 30, 2014		\$ 705,533.92
Capital Account:		
Income: November 2014		\$ 4.74
Disbursements: November 2014		\$ 0.00
Cash balance as of November 30, 2014		\$ 69,732.09
Donation Account:		
Income: November 2014		\$ 75.81
Disbursements: November 2014		\$ 119.50
Cash balance as of November 30, 2014		\$ 11,290.68
Librarians' Special Account		
Income: November 2014		\$ 332.09
Disbursements: November 2014		\$ 55.00

6. Budget and Finance Committee: Ms. Kirsch

a. 2014 Final Operating Budget Adoption

Ms. Kirsch said the cut in the 2014 municipal appropriation has made it necessary for us to cut our expenses as much as possible between mid-July and December and to transfer \$180,000 from our reserve funds to balance our 2014 Operating Budget. This originally projected use of the reserve, however, will be offset by a refund on the 2013 medical bill from the city that we just received.

On motion Of Mr. Marseglia, seconded by Ms. Ortiz, the 2014 Final Operating Budget was approved.

Ms. Izzo asked about the difference in the projected Per Capita amount and the amount received.

Ms. Castanteen said the State Library changed the funding formula.

7. Building and Grounds Committee: Ms. Kirsch

Ms. Kirsch reported that the HVAC curbing has been repaired; we will hold off on the display lights in the Main Street cases, since they are too expensive; the Moore Street stairs have been repaved and we are installing a small heating/cooling unit in the Singleton room.

Ms. Kirsch said replacing the windows in the old building, the windows are leaking and the frames rotting, and the worn carpeting are repairs that will need to be addressed.

8. Personnel Committee: Mr. Marseglia

Mr. Marseglia asked the Board to approve promoting Genesis Jais to a full-time position as of January 1, 2015 at an annual salary of \$39,000. Ms. Jais will replace Radwa Ali who resigned.

Ms. Castanteen said James Howard, who is on a 6 month leave of absence, should have notified the library by December 5th if he wished to return.

He did not contact the library officially, so in accordance with the union contract he is no longer a library employee.

On motion of Ms. Ortiz, seconded by Ms. Coles, the personnel actions were approved.

9. Community Affairs: Ms. Ortiz

Ms. Ortiz distributed the Junior Department brochures for October, November and December.

The Junior Department has scheduled “Mother Goose Time”; “Preschool Storyhour”; Bi-Lingual English and Spanish Storyhour”, “Tech Time”, “Chess Club”; “Lego Day”; and “Arts and Crafts”.

There will be story hours for Hanukkah, Christmas and Kwanzaa.

Ms. Ortiz distributed the brochures for the adult department for December to the Trustees.

Scheduled programs for December include: “Concert With Amy Shoremount-Obra, Soprano, and Christopher Cooley, Pianist”; “Affordable Care Act Enrollment-Get Covered!”; “Knitting Club”; “I’m 55+ - What do I do Now?”; “Learn How to Make a Memory Wire Bracelet”; “Guardians of the Galaxy”, the Thursday night movie; “Driver’s Permit – a new Study Program” and “Inspect Your Gadget.”

There will be three book groups for November – “Teen Book Club for Adult Readers”; “Book Discussion Group” and “Just the Facts: A Non-fiction Only Book Club.”

The Main Street Gallery and Display Cases “Colleen’s Abstract Art” is presented by Colleen M. Hunter.

Citizenship and English Conversation Classes are available for interested patrons.

Hackensack patrons looking for a job can receive individual assistance for online job searching.

Individual assistance and tutoring sessions in computer instruction and eBook assistance is available to Hackensack patrons

Free audiobook players are available to patrons with a physical impairment or a reading disability.

9. Librarian’s Report: Ms. Castanteen

a. Program Highlights: Ms. Castanteen

Ms. Castanteen reported that “The History of Diners” was very well received with 49 people attending.

At the end of the program there was a drawing for the 14 gift certificates totaling \$170 donated by seven local diners.

“Creating with Clay” is another very popular program enjoyed by our patrons.

The “Film Series” had 22 people attending each of the five sessions taught by a local college professor, and the comments we received were very enthusiastic.

b. Gifts and Letters of Appreciation: Ms. Castanteen

Ms. Castanteen reported that we received \$75 from “Read to know” and \$100 from John Evans.

A thank you email was received from a patron who attends an ESL program.

The Fire Department thanked us for giving them an easel, which they needed for a program.

Patrons send emails thanking us for our programs and prompt response to their questions.

10. Old Business

Mr. Marseglia said he wanted the Board to reconsider delaying the repairs to the lights in the display cases, he said the cases enhance the library. He suggested, if necessary, taking the funds from the Donation or Reserve Accounts.

Ms. Kirsch said it might be better to do more and update the space. She suggested contacting Mr. Anthony Iovino, the library’s architect, and get estimates. Ms. Izzo suggested that a new Friends of the Library group, when established, might want to be involved in a project like that.

11. New Business

No report

12. Adjournment

On motion of Ms. Ortiz, seconded by Ms. Izzo, the meeting was adjourned at 5:04 p.m.

Respectfully submitted

Cynthia L.C. Ortiz
Secretary